SUPPLEMENT

TO THE

MANUAL

FOR THE

MANAGEMENT OF JAILS

IN

AJMER-MERWARA

1936



CALCUTTA
GOVERNMENT OF INDIA PRESS
1938

ADMISSION REGISTER OF CONVICTS.

Jail Register No. 1.
Book of 150 leaves.

ADMISSION REGISTER

1	2	3	4	5	6	7	8
Date of admission into this jail and name of jail if received by transfer.	Serial number.	Name with aliases and father's name.	Caste, profession and residence and *state of education.* R. & W.=Able to read and write. R.=Able to read only. I.=Illiterate.	Crime Section and date of sentence.	Term and conditions of sentence with full particulars of fine, solitary confinement, etc.	Sentencing officer.	Whether hereditary, professional, specially dangerous or habitual criminal.

OF CONVICTS.

9	10	11	12	13	14	15	16
Number of previous convictions (if any)	Whether classified as habitual by— C=Convicting court M=District Magistrate J=Supdt of Jail	Date of expiry of sentence	Revision date	Release check date	Initials of Deputy Jailor or clerk posting revision and check dates	Initials of Jailor	Initials of Superintendent

ADMISSION REGISTE[R]

17	18	19	20	21	22	23
		HEALTH				
Descriptive marks.	Details of private property, cash, etc., with description and estimated price of valuables.	State of health on admission.	Age, weight and height.	Previous diseases and vaccinated or had Smallpox.	Injuries (if any).	Labour ordered and will appeal or not.

OF CONVICTS.

24	25	26	27	28	29
STATISTICS					
State of health at the time of discharge	Diseases while in Jail	Remarks showing disposal *e g*, Release, Transfer, Death, etc, with date In case of release under G C rules state remissions earned Also state conduct in Jail and trade learnt	Initials of Jailor	Initials of Superintendent	Thumb impression on admission and on discharge with initials of the impression taker

Jail Register No. 2.
Book of 100 pages.

ALPHABETICAL LIST OF CONVICTS.

(*Every convict will be catalogued under his name and also under his aliases.*)

1 Name of convict with aliases, if any, and parentage.	2 Admission register number.	3 Final disposal. R=Release. T=Transfer. D=Death.	4 Date of disposal.	

Jail Register No 3.
Book of 60 pages

STATEMENT I.

Register of Particulars of Direct Admission of Prisoners.

Statement showing the number and disposal of convicts for the year 193 .

1	2	3	4	5	6	7		8	9		10						11	12	13	14	15	16	17
						Received from other Jails			Transfer to other Jails.		Released during the year.												
						A	B		A	B	A	B	C	D By order of Government									
Month.	Total aggregate number of Prisoners during the year.	Daily average number of Prisoners.	Remained on the last day of the year.	Imprisoned during the year	Total.	To undergo sentence.	In transit for transportation *en route* to other jails, etc	Total population.	To undergo sentence.	Transportation beyond seas, etc.	On appeal	On expiry of sentence	On payment of fine	E On account of sickness.	F On account of epidemics	G For good conduct.	Transferred to Mental Hospital	Escaped	Executed.	Died.	Remaining on the last day of the year.	Initials of Jailor	Remarks.
January																							
February																							
March																							
April																							
May																							
June																							
July																							
August																							
September																							
October																							
November																							
December																							
Total																							

Ajmer Central Jail;

The 193 .

Superintendent.

STATEMENT II.

Statement showing the Religion, Age, and Previous Occupation of the Convicts for the year 19 .

1	2																					3											
Month.	RELIGION.																					AGE.											
	A Christians.									B			C			D			E			A			B			C			D		
	(a) European.			(b) Anglo-Indian.			(c) Indian.			Muhammadans.			Hindus.			Buddhists and Jains.			All other Classes.			Under 16 years.			16 to 40 years.			41 to 60 years.			Above 60 years.		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
January																																	
February																																	
March																																	
April																																	
May																																	
June																																	
July																																	
August																																	
September																																	
October																																	
November																																	
December																																	

AJMER CENTRAL JAIL;

The 193 .

Superintendent.

STATEMENT II—*contd*

Statement showing the Religion, Age, and Previous occupation of the convicts for the year 19 —contd

1	4																																							5			6
Month	Previous Occupation																																							Total			Initials of Jailor.
	A Male																											B Female															
	(a) Of Independent property.			(b) Agriculturists.			(c) Labourers			(d) Shop keepers and Traders			(e) Artizans			(f) Domestic Servants.			(g) Miscellaneous Occupation			(h) Government Servant			(i) No Occupation			(j) Married			(k) Unmarried			(l) Widowed			(m) Prostitutes						
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
January																																											
February																																											
March																																											
April																																											
May																																											
June																																											
July																																											
August																																											
September																																											
October																																											
November																																											
December																																											

AJMER CENTRAL JAIL,

The 193 .

Superintendent.

STATEMENT III.

Statement showing offences committed by the convicts and the punishment inflicted on them during the year 19 .

1	2	3	4			5							6	7		8	9
			Breach of Jail Rules.			Punishment inflicted.								Classification of offence.			
						A	B					C					
Month.	Average Number of Convicts.	Criminal Offences	(a) Smoking or having possession of forbidden articles.	(b) Offences relating to work.	(c) Other offences against prison descipline.	By Criminal Court.	(a) Solitary confinement.	(b) Solitary confinement with reduced diet.	(c) Reduced diet.	(d) Corporal Punishment.	(e) Other Punishment.	Total Punishment.	Ratio of Column 5 C to Column 1.	Major.	Minor.	Initial of Jailor.	Remarks.
Jan. .																	
Feb. .																	
March .																	
April .																	
May .																	
June .																	
July .																	
Aug. .																	
Sep. .																	
Oct. .																	
Nov. .																	
Dec. .																	
Total .																	

AJMER CENTRAL JAIL;

The 193 .

Superintendent.

STATEMENT IV.

Statement showing the convicts according to the nature and length of sentence.

A.—Simple Imprisonment.

Month.	A	B	C	D	E	F	G	H	I		J	Total	Initials of Jailor	Remarks.
	Not exceeding one month	Above one month and not exceeding three months	Above three months and not exceeding six months	Above six months and not exceeding one year	Above one year and not exceeding two years	Above two years and not exceeding five years	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to Transportation beyond seas		Sentenced to death			
									(a) For life.	(b) For a term.				
January . .														
February . .														
March . . .														
April . . .														
May . . .														
June . . .														
July . . .														
August . .														
September . .														
October .														
November . .														
December . .														
To al .														

STATEMENT IV—*contd.*

Statement showing the convicts according to the nature and length of sentence—contd.

B.—Rigorous Imprisonment.

Month.	A	B	C	D	E	F	G	H	I		J	Total.	Initials of Jailor.	Remarks.
	Not exceeding one month.	Above one month and not exceeding three months.	Above three months and not exceeding six months.	Above six months and not exceeding one year.	Above one year and not exceeding two years.	Above two years and not exceeding five years.	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to transportation beyond seas.		Sentenced to death.			
									(a) For life.	(b) For a term.				
January . .														
February . .														
March . . .														
April . . .														
May . . .														
June . . .														
July . . .														
August . . .														
September . .														
October . .														
November . .														
December . .														
Total .														

RIGOROUS IMPRISONMENT WITH SOLITARY CELL.

Month.	A	B	C	D	E	F	G	H	I		J	Total.	Initials of Jailor.	Remarks.
	Not exceeding one month.	Above one month and not exceeding three months.	Above three months and not exceeding six months.	Above six months and not exceeding one year.	Above one year and not exceeding two years.	Above two years and not exceeding five years	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to Transportation beyond Seas.		Sentenced to death.			
									(a) For life.	(b) For a term.				
January														
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Total														

RIGOROUS IMPRISONMENT WITH WHIPPING.

Month.	A Not exceeding one month.	B Above one month and not exceeding three months.	C Above three months and not exceeding six months.	D Above six months and not exceeding one year.	E Above one year and not exceeding two years.	F Above two years and not exceeding five years.	Total.	Initials of Jailor.	Remarks.
January									
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total									

Superintendent.

STATEMENT V.

Statement showing the number of Convicts who had been previously convicted for the year 19 .

Month.	1. Number admitted during the year.			2. Number previously Convicted.												3. Ratio of Column 1 to 2 (d)			4. Juvenile prisoners under 18 years of age (Section [illegible] I. P. C.).						5. [illegible] Jail ?	6. Remarks
				Once. (a)			Twice (b)			More than twice. (c)			Total. (d)						Number admitted during the year.			Number previously convicted.				
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T		
January																										
February																										
March																										
April																										
May																										
June																										
July																										
August																										
September																										
October																										
November																										
December																										
Total .																										

AJMER CENTRAL JAIL,

The 19 .

Superintendent.

STATEMENT VI.

Statement showing Condition of Convicts released during the year 19 .

1	2	3	4					5					6	7
Month.	Number released.	Number who had neither lost nor gained weight.	Number who gained weight.					Number who had lost weight.					Initials of Jailor.	Remarks.
			A	B	C	D		A	B	C	D			
			Up to 1 lb.	From 1 to 5 lbs.	From 5 to 10 lbs.	Over 10 lbs.	Total.	Up to 1 lb.	From 1 to 5 lbs.	From 1 to 10 lbs.	Over 10 lbs.	Total.		
January . .														
February . .														
March . .														
April . . .														
May . . .														
June . . .														
July . . .														
August . .														
September . .														
October . .														
November . .														
December . .														
Total .														

AJMER CENTRAL JAIL,

The 19 .

Superintendent.

STATEMENT VII.

Statement showing the escapes and recaptures of convicts for the year 19 .

Month.	Remaining uncaptured on the last day of the past year.	Escaped during the year			Grand Total.	Recaptured during the year.			Remaining uncaptured.			Unexpired portion of sentence of those who escaped during the year.				Initials of Jailor.	Remarks.
		From inside the Jail.	From outside the Jail	Total		Those who escaped in previous year.	Those who escaped during the present year	Total.	of Previous year.	of Present year.	Total.	Under one year	Above one and under 3 years.	Above 3 and under 7 years	Above 7 years		
January .																	
February .																	
March . .																	
April . .																	
May . .																	
June . .																	
July . .																	
August .																	
September .																	
October .																	
November .																	
December .																	
.																	

JMER CENTRAL JAIL,

19 .

Superintendent.

STATEMENT VIII.

Statement showing particulars regarding Civil and Revenue prisoners for the year 19 :

Month.	Number remaining at the close of the previous year.	Number received during the year.	Total population.	Aggregate of the daily total.	Daily average number.	Released during the year.	Escaped.	Died.	Transferred.	Remaining on the last day.	Initials of Jailor.	Remarks.
January												
February												
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Total												

Superintendent.

AJMER CENTRAL JAIL,

19 .

STATEMENT IX.

Statement showing the nature of the Crimes for which Convicts are imprisoned, during 193 .

Code Chapter and Section	Explanations	A One month.		B Above one and not exceeding 3 months		C Above 3 and not exceeding 6 months		D Above 6 and not exceeding one year		E Above one year and not exceeding 2 years		F Above 2 and not exceeding 5 years		G Above 5 and not exceeding ten years.		H Above ten years		I Sentenced to transportation				J Sentenced to death		Total			Initials of Jailor	Remark
																		A for life		B for term								
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	T		

Four pages should be allowed for each year on the first of which only this heading should be printed

Statement showing under-trial Prisoners in the Lock-up for the year 193 .

1	2			3			4			5 Admitted during the year.												6			7		
Month.	Aggregate of the daily number of Prisoners under trial.			Daily average of foregoing.			Remaining on the last day of the past year.			(a) By order of Magisterial authorities in the district.			(b) By order of civil authorities and in Abkari, etc.			(c) Under special order of Government for State reasons.			(d) Re-captured after escape.			Transferred from other districts for trial.			Total of items Nos. 4 to 6.		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
January . .																											
February . .																											
March . .																											
April . .																											
May . . .																											
June . . .																											
July . . .																											
August . .																											
September .																											
October . .																											
November .																											
December .																											
Total .																											

AJMER CENTRAL JAIL ;
The 193 .

Superintendent.

Statement showing under-trial Prisoners in the Lock-up for the year 193 —contd.

1	8 Discharges	9	10	11	12	13 Died.	14 Remaining in Hawalat on last day of the year			15 Committed to Sessions during the year out of column 14.			16 Initials of Jailer	17 Remarks.
							M	F	T	M	F	T		

Superintendent.

Jail Register No 6
Book of 100 leaves

APPEAL REGISTER.

Name of convict ______

Admission register No ______

Parentage and caste ______

Residence ______ Village ______ Police Station ______ District ______

Crime ______ Section ______ of ______ Code

Date of sentence ______

Sentencing authority ______

Sentence or order ______

—	Date	Initials of— Clerk	Initials of— Jailor	Particulars of reminders sent and other notes and orders
Application for copy sent				
Copy received . .				
Appeal to the court of .				
.. .. sent .				
Notice of date fixed for hearing received . .				
Date fixed for hearing .				
Result of appeal . .				
Date on which convict was informed . . .				

PETITION FOR COPY OF JUDGMENT OR ORDER.

Name of convict ______

Admission register No. ______

Parentage and caste ______

Residence ______ Village ______ Police Station ______ District ______

Crime ______ Section ______ of ______ Code

Date of sentence ______

Sentencing authority ______

Sentence or order ______

OFFICE OF THE SUPERINTENDENT OF JAIL

Dated 193 .

Forwarded for favour of compliance

The copy is required for appeal

Superintendent

To

______

______

______

Jail Register No. 4.
Book of 100 pages.

Register of Prisoners Cash Deposit for the month of *193* .

Serial No.	Names.	Balance.			Deposits.			Total.			Refunded.			Balance.			Remarks.
		Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	

Book of 96 pages.

MONTHLY RELEASE DIARY.

*Month*________________ *Year*________.

1	2	3	4	5	6	7	8	9			
								Remission gained by convict sentenced to term—			
Admission register number	Class— A=Casual B=Habitual.	Name.	Caste	Crime section	Residence.	Date of release	Special instructions regarding disposal	Not exceeding one year	Over one but not exceeding two years	Over two but not exceeding five years	Over five years

Jailor.

Superintendent.

Jail Register No. 6.
Book of 96 pages.

RELEASE CHECK REGISTER.

Month __________ *Year* __________.

1	2	3	4	5	6	7	8	9		10		
Admission register number.	Class— A=Casual. B=Habitual.	Name.	Date of sentence.	Term of substantive sentence with particulars of fine and sentence in lieu of fine.	Special remarks *e. g.* C. T., P. R., 565 Cr. P. C. order, and other facts requiring transfer to another jail for release etc.	Original date of expiry of sentence.	Check date.	Initials of—		Disposal.		
								Jailor.	Superintendent.	How disposed of.	Date.	Initials of jailor.

Jail Register No 9
Book of 96 pages

TRANSFER REGISTER.

1	2	3	4	5	6	7	8
Date of transfer	Admission register number	Name and Father s name.	Reasons for *transfer.*	Name of jail to which transferred	Details of cash, jewellery and other private deposits	Character of prisoner.	Receipt of the officer in charge of police escort certifying that the prisoner was searched and no forbidden articles were found in his possession and the prisoner has no fresh injuries and that the fetters were examined and found secure (separate receipt must be taken for cash, etc , in col 6)

Jail Register No. 8.
Book of 366 pages.

RELEASE REGISTER.

Date——

1	2	3	4	5	6	7	8	9	10	11	12	13	14
					Initials of—				Intials of—				
Admission register number.	Name.	Crime section.	Date of sentence.	Term of sentence.	Deputy jailor or clerk.	Jailor.	Superintendent.	Whether released on expiry of sentence or under G. C. rules noting the number of days earned.	Jailor.	Superintendent.	Weight on admission.	Weight on release.	Remarks showing disposal otherwise than release such as transfer, death, etc., with date and initials of the Deputy jailor or clerk.

Jail Register No 9
Book of 96 pages

TRANSFER REGISTER

1	2	3	4	5	6	7	8
Date of transfer	Admission register number	Name and Father's name.	Reasons for transfer	Name of jail to which transferred	Details of cash jewellery and other private deposits.	Character of prisoner.	Receipt of the officer in charge of police escort certifying that the prisoner was searched and no forbidden articles were found in his possession and the *prisoner has no fresh injuries and that* the fetters were examined and found secure (separate receipt must be taken for cash, etc., in col 6)

Jail Register No. 10.
Book of 36 pages.

CONVICT WARDER'S ACCOUNT BOOK.

*Month*__________ *Year 193* .

1	2	3	4			5			6			7			8			9
Serial number.	Admission register number.	Name.	Balance from previous month.			Pay received.			Total.			Expenditure.			Balance.			Signature or thumb impression of convict warder.
			Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	
		Total																

Jailor.

Superintendent.

GENERAL SUMMARY OF PRISONERS (LONG ROLL).

Jail Register No. 11.
Book of 36 leaves.

GENERAL SUMMARY OF

Month ________

1	2		3		4		5		6		7		8		9		10		11	
	Con																			
					Received from Other Jails.						Transferred to Other Jails.				Relea					
Date.	Remaining on previous day.		Direct admissions.		In the Province.		Outside the Province.		Total.		In the Province.		Outside the Province.		On appeal.		On expiry of sentence.		Under remission rules.	
	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.
1																				
2																				
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24																				
25																				
26																				
27																				
28																				
29																				
30																				
31																				
Total .																				

PRISONERS (LONG ROLL)

Year 193

12		13		14		15		16		17		18		19		20		20 A		20 B	
nts																					
sed						Transferred to mental hospitals		Escaped		Executed		Died		Total disposed of		Remaining		A and B class convicts		Superior class under trials	
By order of Government																					
On account of sickness		On recommendation of the revising board		On other grounds																	
M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F

GENERAL SUMMARY OF

*Month*__________

1	21	22		23		24		25		26		27		28		29		30	
																		Under-	
Date.	Children with their mothers.	Total number of habitual convicts confined in the Jail.		Remaining on the previous day.		Admitted.		Total.		Released.		Convicted and sentenced and released after flogging.		Transferred.		Escaped.		Died.	
		M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.
1																			
2																			
3																			
4																			
5																			
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22																			
23																			
24																			
25																			
26																			
27																			
28																			
29																			
30																			
31																			
Total .																			

PRISONERS (LONG ROLL)—*contd.*

Year 193 .

31		32		33			34	35	36	37	38	39	40	41	42	43		44	45
trials							Civil prisoners												
Remaining.												Remaining.							
In Jail lock-up.		In camp.		Total.			Remaining.	Admitted.	Total	Released	Died.	Judgment debtors.	Revenue defaulters	Internees	Total	Non-criminal Lunatics.		Initials of Jailor	Initials of Superintendent
M	F.	M	F.	M	F	T										M	F		

Jail Register Form No. 12.
Book of 50 leaves.

REGISTER OF

1 Annual serial number.	2 Date of admission into jail.	3 Name with aliases, and father's name.	4 Caste, occupation and residence.	5 Crime, section with date of warrant.	6 Information regarding character, *e.g.*, previously convicted, dangerous, approver, etc.	7 Descriptive marks and condition of beard and moustaches, if necessary.

UNDER-TRIALS.

8 Details of private property.		9 Health Statistics.				10 Remarks showing final disposal, e g, Acquitted, Convicted, Died, with date of disposal and initials of Deputy Jailor or clerk	11 Thumb impression on admission and also on release, if released from jail, and initials of the impression taker
With prisoner.	In jail Store (with initials of the store keeper).	State of health on ad mission	Age, weight and height.	Previous diseases, if any, and vaccinated or had small pox.	Injuries (if any)		

Jail Register No. 13.

Book of 48 pages.

REGISTER OF CIVIL PRISONERS.

*Annual serial number*__________ *Amount of decree money*__________

*Name*__________ *Date of admission*__________

*Father's name, caste and residence.*__________

1	2	3	4	5	6	7
Number of suit, name of decree holder and the court ordering imprisonment.	Term of imprisonment, date of order and monthly subsistence allowance fixed by court.	Date of expiry of sentence.	*Initials of Jailor.*	Initials of the Superintendent.	Health statistics.	Final disposal.
		A. Full term .			Health on admission—	Reason of discharge.—
		B. According to diet money paid.____			Age____	Date of discharge—
					Weight____	
					Height____	Jailor.
					Had small pox or is vaccinated.	
					Other remarks.	Superintendent.

8	9	10	11					12
Marks of identification.	Private property on admission.	Articles of clothing supplied after admission, with cost and date of supply.	Diet money.					Amount returned to court with Nazir's signature and date.
			Date of receipt.	Amount.	Expenditure.			
					Date.	On what account.	Amount.	
		Clothing money received from court. Rs.____						

Jail Register No 14

Book of 24 pages.

LUNATICS CASE BOOK.

1	2	3	4	5	6	7	8	Number and date of Government order	
Admission register number	Name, caste and occupation	Sex and age	Village Pargana and District	Section, I P Code under which charged	Class A, B or C	Date of admission	Date of discharge, transfer or death	9 For admission	10 For discharge.

Date 11	Medical History 12	Treatment, diet etc 13

NOTE —Four pages should be allowed for each case on the first of which only this heading should be printed.

Jail Register No. 13.
Book of 48 pages.

REGISTER OF CIVIL PRISONERS.

Amount of decree money——————

Annual serial number——————

Date of admission——————

Name——————

Father's name, caste and residence. }——————

1	2	3	4	5	6	7
Number of suit, name of decree holder and the court ordering imprisonment.	Term of imprisonment, date of order and monthly subsistence allowance fixed by court.	Date of expiry of sentence.	Initials of Jailor.	Initials of the Superintendent.	Health statistics.	Final disposal
		A. Full term B. According to diet money paid.——			Health on admission— Age—— Weight—— Height—— Had small pox or is vaccinated. Other remarks.	Reason of charge.— Date of charge— Jai Super

8	9	10	11				
Marks of identification.	Private property on admission.	Articles of clothing supplied after admission, with cost and date of supply.	Diet money.				
			Date of receipt.	Amount.	Expenditure.		
					Date.	On what account.	unt
		Clothing money received from court. Rs.——					

Jail Register No 14

Book of 24 pages

LUNATICS CASE BOOK

1 Admission register number	2 Name caste and occupation	3 Sex and age	4 Village Pargana and District	5 Section , I P Code under which charged	6 Class A B or C	7 Date of admission	8 Date of discharge transfer or death	Number and date of Government order 9 For admission	10 For discharge

Date 11	Medical History 12	Treatment diet etc 13

NOTE —Four pages should be allowed for each case on the first of which shou d be printed

Jail Register No. 15.

Book of 72 leaves.

Month—

1	1 Number of							
Details of diets.	Class I.				Class II.			
	Adult labouring female convicts.		Infirms.		Adult labouring female convicts.		Labouring Juveniles.	
	Flour.	Rice.	Flour.	Rice.	Flour.	Rice.	Flour.	Rice.
	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.
Flour ...	12	...	12	...	10	...	10	...
Rice ...	...	9	...	8	...	8	.	8
Dal ...	1½	1½	1½	1½	1½	1½	1½	1½
Parched gram ...	2	2	...	...	2	2	2	2
Date.								
1								
2								
3								
4								
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31								
Total ...								

REGISTER

Year *193*

d ets issued.							3			4		
Class III							Wheat flour			Flour combi nation No —		
Infirms		No labouring convicts		Undertrials		Total						
Flour	Rice	Flour	Rice	Flour	Rice							
Ch 10 1¼	Ch 8 1¼	Ch 10 1¼ 2	Ch 8 1¼ 2	Ch. 10 1¼ 2	Ch 8 1¼ 2		M	s	c	M	s	c

DIET

Month——————

1	5			6			7			8			9			10			11			12		
Details of diets.	Rice. 4 Chs.			Dal arhar 1¼ Ch.			Dal moong/urd 1¼ Ch.			Parched gram. 2 Ch.			Vegetables @ 4 Ch.			Sweet oil @ 4/25 Ch.			Chillies 1/25 Ch.			Turmeric @ 1/50 Ch.		
Date.	M.	s.		M	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c	M.	s.	c.	M.	s.	c.	M.	s.	c.
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Total ...																								

EGISTER—*contd.*

ar 193 .

13			14			15			16			17			18			19			20	21	22
Salt @ 1/5 Ch.			Coal @ Ch			Firewood 6 Ch			Amchur 1/12 Ch, lime juice 1/4 Ch, Tamarind Pulp (free from husk & Seed) 1/6 Ch			Coriander 1/25 Ch.			—			—			Initials of store-keeper	Initials of Jailor	Initials of Superintendent.
	s	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s.	c	M	s	c			

Month———————

1	5			6			7			8			9			10			11			12		
Details of diets.	Rice. 4 Chs.			Dal arhar 1½ Ch.			Dal moong/urd 1½ Ch.			Parched gram. 2 Ch.			Vegetables @ 4 Ch.			Sweet oil @ 4/25 Ch.			Chillies 1/25 Ch.			Turmeric @ 1/50 Ch.		
Date.	M.	S.		M	S	C.	M.	S.	C.	M.	S.	C.	M.	S.	C	M.	S.	C.	M.	S.	C.	M.	S.	C.
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Total ...																								

REGISTER—*contd.*

Year 193 .

13			14			15			16			17			18			19			20	21	22
Salt @ 2/5 Ch			Coal @ Ch			Firewood 6 Ch			Amchur 1/12 Ch, lime juice 1/4 Ch, Tamarind Pulp (free from husk & Seed) 1/6 Ch.			Coriander 1/25 Ch			—			—			Initials of store-keeper	Initials of Jailor	Initials of Superintendent.
M	s	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s	c			

HOSPITAL DIET

Month——————

1	8			9			10			11			12			13			14		
Details of diets.	Sugar.			Ghee @ 1/8 Ch. for diets IV and V.			Vegetables @ 3 Ch. for diets IV and V.			—			Spices at 1/10 Ch. per prisoner for diets IV, and V.			—			Salt @ 2/5 Ch. for diets IV and V.		
Date.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.
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Total ...																					

REGISTER—*contd.*

Year 193

15			16			17			18			19			20	21	22	23
Coal.			Fire wood @ 8 Ch.			—			—			—			Initials o' Storekeeper	Initials of Medical Subordinate drawing rations	Initials of Jailor	Initials of Superintendent.
Mds	s.	c	Mds.	s	c.	Mds	s	c	Mds	s	c	Mds	s	c				

HOSPITAL DIET

Month———————

1	8			9			10			11			12			13			14		
Details of diets.	Sugar.			Ghee @ 1/8 Ch. for diets IV and V.			Vegetables @ 3 Ch. for diets IV and V.			—			Spices at 1/10 Ch. per prisoner for diets IV and V.			—			Salt @ 3/5 Ch. for diets IV and V.		
Date.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.
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Total ...																					

REGISTER—*contd.*

Year 193 .

15			16			17			18			19			20	21	22	23
Coal.			Fire wood @ 8 Ch.			—			—			—			Initials of Storekeeper	Initials of Medical Subordinate drawing rations	Initials of Jailor	Initials of Superintendent.
Mds	s.	c	Mds.	s	c.	Mds	s	c	Mds	s	c	Mds	s	c				

HOSPITAL DIET

Month——————

1	8			9			10			11			12			13			14		
Details of diets.	Sugar.			Ghee @ 1/8 Ch. for diets IV and V.			Vegetables @ 3 Ch. for diets IV and V.			—			Spices at 1/10 Ch. per prisoner for diets IV and V.			—			Salt @ 2/5 Ch. for diets IV and V.		
Date.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.
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Total ...																					

REGISTER—*contd.*

Year 193 .

15			16			17			18			19			20	21	22	23
Coal.			Fire wood @ 8 Ch.			—			—			—			Initials of Store-keeper.	Initials of Medical Subordinate drawing rations.	Initials of Jailor.	Initials of Superintendent.
Mds	s.	c	Mds	s	c	Mds	s	c	Mds.	s.	c.	Mds.	s.	c.				

HOSPITAL DIET

Month————————

1	8			9			10			11			12			13			14		
Details of diets.	Sugar.			Ghee @ 1/8 Ch. for diets IV and V.			Vegetables @ 3 Ch. for diets IV and V.			—			Spices at 1/10 Ch. per prisoner for diets IV and V.			—			Salt @ 2/5 Ch. for diets IV and V.		
Date.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C	Mds.	S.	C.	Mds.	S.	C.	Mds.	S.	C.
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Total ...																					

REGISTER—*contd.*

Year 193 .

15			16			17			18			19			20	21	22	23
Coal.			Fire wood @ 8 Ch.			—			—			—			Initials of Store-keeper	Initials of Medical Subordinate drawing rations	Initials of Jailor	Initials of Superintendent.
Mds	s.	c	Mds.	s	c.	Mds	s	c	Mds.	s	c	Mds	s	c				

Jail Register No. 16.

Book of 36 leaves.

MILL

*Month*________________

1	2		3			4											
	Number of mills.		Number of convicts employed on grinding.			Grain											
Date.	At work.	Not at work.	Wheat.	Mixed grain.	Dal.	Wheat.			Gram.			Bajra or Makka.			Dal (specify).		
						M.	s.	c.	M.	s.	c.	M.	s.	c	M.	s.	c.
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Total																	

REGISTER.

Year 193 .

received.						5 Flour & Dal sent into store														
						Wheat flour			Flour combination No —			Dal (specify)								
M	s	c	M	s	c	M	s.	c	M.	s.	c.	M.	s	c	M	s	c	M	s	c

MILL

*Month*____________________

6

Bran and loss in

Date.	Wheat.						Flour combination No.—						Dal.					
	Bran.			Loss.			Bran.			Loss.			Bran.			Loss.		
	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.
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Total .																		

REGISTER—*contd.*

Year 193 .

grinding only												7	8	9	10
Bran			Loss			Bran			Loss			Initials of store-keeper.	*Initials of Jailor*	Initials of Superintendent	Remarks.
M	s	c	M	s	c	M	s	c	M	s	c				

Memo of loss in cleaning and grinding

Name of *grain*	Quantity *ground*	Loss	Average per *md.*

Jail Register No. 17.
Book of 50 leaves.

PURCHASE OF GRAIN

Month ______________

1	2							3							4						
	Wheat.							Gram.							Makka or Bajra.						
	Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.		
	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.
Balance of last month.																					
Date of payment.																					
Total .																					
DIET OF																					
Convicts .																					
Sick convicts .																					
Under-trials																					
Sick under-trials .																					
Loss																					
Total expenditure																					
Balance .																					

Prepared by

........................Store-keeper.

REGISTER

Year 193 .

5							6							7						
Mixed grain							Rice							Dal						
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost.		
M	s	c		Rs	a	p	M	s	c		Rs	a	p	M	s	c		Rs	a	p

Detail of

Jail Register No. 17.
Book of 36 leaves.

PURCHASE OF GRAIN

Month ____________

1	2							3							4						
	Wheat.							Gram.							Makka or Bajra.						
	Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.		
	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.
Balance of last month.																					
Date of payment.																					
Total .																					
DIET OF																					
Convicts .																					
Sick convicts .																					
Under-trials																					
Sick under-trials .																					
Loss																					
Total expenditure																					
Balance .																					

Prepared by

.........................Store-keeper.

REGISTER

Year 193 .

5							6							7						
Mixed grain							Rice							Dal						
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost		
M	s	c		Rs	a	p	M	s	c		Rs	a	p	M	s	c		Rs	a	p

Detail of

Jail Register No. 17.
Book of 36 leaves.

PURCHASE OF GRAIN

Month ____________

1	2							3							4						
	Wheat.							Gram.							Makka or Bajra.						
	Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.			Quantity.			Rate per rupee.	Cost.		
	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p.
Balance of last month.																					
Date of payment.																					
Total .																					
DIET OF																					
Convicts .																					
Sick convicts .																					
Under-trials																					
Sick under-trials .																					
Loss																					
Total expenditure																					
Balance .																					

Prepared by

.........................Store-keeper.

REGISTER

Year 193 .

5							6							7						
Mixed grain							Rice							Dal						
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost.		
M	s	c		Rs	a	p	M	s	c		Rs	a	p	M	s	c		Rs	a	p

Detail of

REGISTER.

Year 193 .

11							12							13							14		
														Coal									
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost			Daily total of purchase.		
M	s	c		Rs	a	p	M	s	c		Rs	a	p	M	s	c		Rs	a	p	Rs	a	p.

•																							

with the balance shown in the Prison Ledger. (Jail Register No 49.)

Superintendent.

OF RATIONS.

Month ________________ *Year* ________

expenditure															6			7
Diet of under trials.			Diet of sick under-trials						Daily total of expenditure			Weekly progressive total of expenditure.			Balance in stock (to be entered each Saturday and at the end of the month).			Remarks and Jail re weekly verification notes.
M	s.	c	M.	s	c.	M.	s	c	M.	s	c	M.	s	c	M	s	c	

OF RATIONS

Month ____________ *Iear* ________

expenditure															6			7
Diet of under trials			Diet of sick under-tr als						Daily total of expenditure			Weekly progressive total of expenditure			Balance in stock (to be ente ed each Satur day and at the end of the month)			Remarks and Jail re weekly verificat on notes
M	s.	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s	c	

STOCK BOOK.

Year 193 .

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Name of articles	Blankets.	Blanket coats.	Beddings.	Vessels	Dosuti coats.	Janghas.	Langots.	Leather gaiters	Caps	Towels.	Chadars.	Leobgas					Initials of store-keeper.
Issued to prisoners Date.																	
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29																	
30																	
3																	
Total .																	
Condemnations (specify in words) date.																	
Grand Total .																	
Balance in s ore with prisoners																	
Total .																	

Checked and found correct. Number shown with prisoners have been verified by me.

Jailor. *Superintendent.*

Jail Register No. 20.
Book of 48 leaves.

HOSPITAL ADMISSION

1	2	3	4	5	6	7
Annual serial number of admission.	Date of admission into hospital.	Jail admission register number.	Name.	Age.	Term of sentence.	Kind of work on which he was employed.

REGISTER.

8 From what circle and barrack received and when taken ill	9 Disease	10 Date of discharge or death	11 Remarks.

Jail Register No. 21.
Book of 36 pages.

HOSPITAL DAILY REGISTER.

Month ______________ *year* ________

1	2	3	4	5	6	7	8	9	10	11	12	13
Date.	Remaining of the previous day.	Admitted.	Total.	Discharged.	Died.	Remaining in hospital.	In the old and infirm and special gangs.	In convalescent gang.	Criminal lunatics.	Non-criminal lunatics.	Hospital attendants.	Remarks.
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26												
27												
28												
29												
30												
31												
Total.												

REGISTER OF HOSPITAL DIET AND EXTRAS.

Jail Register No. 22.
Book of 36 leaves.

REGISTER OF HOSPITAL

*Month*__________

Date	1		2		3		4		5		6	
Patients on diet No. I												
" " II												
" " III												
" " IV												
" " V												
Total .												
	s.	c.	s.	c	s.	c.	s.	c.	s.	c.	s.	c.
Wheat flour												
Rice												
Dal												
Milk												
Sago												
Ghee												
Vegetables												
Mustard oil												
Chillies												
Turmeric												
Salt												
Coal												
Firewood												
Initials of medical subordinate												
Initials of medical officer												

DIET AND EXTRAS.

Year ____________

7		8		9		10		11		12		13		14		15		16	
S	C	S	C	S	C	S	C	S	C	S	C	S	C	S	C	S	C	S	C

REGISTER OF HOSPITAL

Month ________________

Date	17		18		19		20		21		22	
Patients on diet No. I												
" " II												
" " III												
" " IV												
" " V												
Total .												
	s.	c.	s.	c.	s.	c.	s.	c.	s.	c.	s.	c.
Wheat flour												
Rice												
Dal												
Milk												
Sago												
Ghee												
Vegetables												
Mustard oil												
Chillies												
Turmeric												
Salt												
Coal												
Firewood												
Initials of medical subordinate												
Initials of medical officer												

DIFT AND EXTRAS.

Year__________

23		24		25		26		27		28		29		30		31		Total					
																		Quantity			Cost		
s	c	s	c	s	c	s	c	s	c	s	c	s	c	s	c	s	c	M	s	c	Rs	a	p.

Jail Register No. 23.
Book of 36 pages.

REGISTER OF PRISONERS IN THE OLD AND INFIRM AND CONVALESCENT GANGS.

1	2	3	4	5	6	7	8
Date of admission to the gang.	Admission register number.	Name.	For what period.	Initials of Medical Officer.	Date of discharge.	Initials of Medical Officer.	Remarks.

Jail Register No 24
Book of 36 pages

DEATH REGISTER.

1 Current annual number of casualty } ______

2 Name ______

Age ______ Years

3 Class (i e, Convict, U T or Civil) } ______

4 Jail Admission register No and date of admission into this Jail. } ______ ______

______

9 Term of imprisonment ——Y——M——D

10 Completed imprisonment } ——Y——M——D

11 Employment previous to imprisonment } ______

12 Date on which the prisoner first complained of illness or was observed to be ill } ______

13 Labour, if any, on which he was engaged on that day } ______

14 Scale of his diet on that day } ______

15 The day on which the medical officer was first informed of the illness } ______

16 Number of days spent in hospital during present illness } ______ days

17 Date and time when the deceased was last seen before his death by the medical officer or medical subordinate } ______ ______ ______

5 Hospital admission register No } ______

6 Date of admission to hospital } ______

7 Time and date of death } ______

8 Cause of death ______

______

18 In cases where a Post mortem examination is made an account of the appearances after death and Special remarks.

Medical Officer

Jail Register No. 25.
Book of 96 pages.

VISITORS BOOK.

1 Remarks by the visitor.	2 Notes by the Superintendent.	3 Orders passed by the Inspector-General of Prisons.

REGISTER OF DUTIES OF WARDERS.

OF WARDERS.

June.			July.			August			September			October.			November.			December.		
Post or duty.	From	To	Post or duty.	From	To	Post or duty.	From	To	Post or duty.	From	To	Post or duty.	From	To	Post or duty.	From	To	Post or duty.	From	To

REGISTER.

*Year*_________

4		5		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]	
Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday.

REGISTER.

Year ——.

19		20		21		22		23		24		25		26		27		28		29		30		31	
Morning	Midday.	Morning	Midday	Morning.	Midday.	Morning	Midday.	Morning.	Midday.	Morning.	Midday.	Morning.	Midday	Morning	Midday	Morning	Midday	Morning	Midday	Morning	Midday.	Morning.	Midday	Morning	Midday.

REGISTER.

underlined in red.]

Month ________ *year*

							Total	Initials of Jailor.	Initials of Medical Officer and Superintendent	Remarks.

REGISTER.

underlined in red.]

*Month*________ *year*

							Total	Initials of Jailor.	Initials of Medical Officer and Superintendent	Remarks.

Jail Register No. 30.
Book of 370 pages.

LOCK-UP REPORT BOOK.

Dated the 19 .

	Remaining.	Received.	Total.	Discharged.	Remaining.
Civil					
Rigorous					
Simple					
Undertrials					
Total					
Lunatics					
Grand Total					

1		2	3	4	5	6	7	8	9		Lunatics.	Extra mural ward I.	Extra mural ward II.				Total.
Upper story.	Lower story.								Upper story.	Lower story.							

European ward.		10	11	12	13	14	Solitary cells.	Court cells.	Condemned cells.	Cubicle I.	Cubicle II.	Cubicle cells.		Total.		Grand Total.
I.	II.															

Number of hours.	Head warder.	1 to 9.	9 to 14.	Cubicles.	Patrol.	Extramural wards.
18 to 21						
21 to 23						
23 to 1						
1 to 3						
3 to 6						

Jail Register No 31.
Book of 96 pages.

CONTROL CLOCK RECORDS BOOK.

Year——

Names of warders on duty and date should be written on the control clock records.

Jail Form No. 32.
65 Books of 24 pages each.

FETTER REGISTER.

NOTES.—1. A separate set of pages should be allotted for undertrials.

2. *In Central Prisons a separate set of pages should be allotted for each circle or division of the jail.*

1 Name.	2 Admission register number.	3 Reason for imposition.	4 Period for which imposed.	5 Date of imposition.	6 Initials of Jailor.	7 Date of removal of fetters.	8 Initials of Jailor.

PUNISHMENT REGISTER.

Jail Register No. 33.
Book of 48 leaves.

PUNISHMENT

1		2	3	4	5	6	7	8	9	10	11
Serial number.		Register number.	Name.	Age.	Sex.	Class { A=Casual. B=Habitual.	Rank—(if C. N. W. C. O. or C. W.)	Number of previous offences.	Offence committed.	Date on which offence was committed.	Date on which Superintendent dealt with the case.
Annually.	Monthly.										

REGISTER

12	13	14	15	16	17	18
Name of witnesses in the case of serious offences and evidence of witnesses, defence of convict and finding when whipping is awarded	Punishment ordered	Certificate of M O when punishment is whipping, change of labour or standing hand cuffs	*Classification of Offence*, *i e*, minor or major	Initials of Jailor	Initials of Superintendent	Remarks

Jail Register No. 34.
Book of 36 pages.

ESCAPE REGISTER.

Annual serial number of escape. ______________

CONVICT.
UNDERTRIAL.
CIVIL.

FROM INSIDE. / OUTSIDE. JAIL.

1. Name (in capital letters) . . . . ______________
2. Jail admission register No. . . . . ______________
3. Father's name and caste . . . . ______________
4. Place of residence . { Village . . ______________
   Police station . ______________
   Tahsil . . ______________
   District . . ______________
5. Crime . . . . ______________
6. Term of sentence . . . . ______________
7. Date of sentence . . . . ______________
8. Unexpired portion of sentence . . . ______________
9. Name of convicting court . . . . ______________
10. Marks of identification, and height, age, etc. { ______________
11. Date and time of escape . . . . ______________
12. Time when alarm was sounded . . . ______________
13. Part of the Jail from which the escape occurred. ______________
14. Brief narrative of the escape in which reference should be made to all officials responsible for the escape. { ______________
15. Action taken by the Superintendent for the re-apprehension of the prisoner. { ______________
16. Time of despatch of the information to the District Magistrate, Superintendents of District Police and Government Railway Police. . ______________
17. Amount of reward notified . . . . ______________

Jailor. *Superintendent.*
*Date*______________ *Date*______________

(A copy of entries 1 to 17 should be submitted immediately to the Inspector-General of Prisons.)

18. Details of punishments awarded to Jail Officials responsible for escape. { ______________
19. Date of re-apprehension of the prisoner and details of punishment awarded. { ______________
20. Names of persons who received rewards and date of payment. ______________

Jailor. *Superintendent.*
*Date*______________ *Date*______________

REGISTER OF SOLITARY CONFINEMENT.

Jail Register No. 35.
Book of 96 pages.

REGISTER OF SOLITARY

1	2	3	4	5	6																	
					Period passed																	
					1			2			3			4			5			6		
Serial No.	Admission Register No. and date of admission into this jail.	Name and caste.	Term of imprisonment.	Period of solitary confinement ordered.	From	To	No. of days.	From	To	No. of days.	From	To	No. of days.	From	To	No. of days.	From	To	No. of days.	From	To	No. of days.

CONFINEMENT.

in cells																		7	8	9	10	11	12
7			8			9			10			11			12			Total period completed	Date on which completion certificate was recorded on warrant	Initials of Deputy Jailor or Clerk endorsing the warrant	Initials of Jailor	Initials of Superintendent	Remarks.
From	To	No of days	From	To	No of days	From	To	No of days	From	To	No of days	From	To	No of days	From	To	No. of days						

Jail Register No. 36.
Book of 72 pages.

LABOUR

Month ____________

—	Particulars.	1	2	3	4	5	6	7	8
	EMPLOYED—*contd.*								
Gardening.	Garden inside the Jail								
	Garden and fields outside the Jail								
	Total Gardening								
Work for Jail use.	Grinding corn								
	Repairing clothing								
	Blacksmiths								
	Carpenters								
	Mirshali Wells								
	Water carts								
	Scavengers								
	Total Employed on work for Jail use								
Jail repairs.	____________								
	____________								
	____________								
	Total Jail repairs								
Jail buildings.	Additions & alterations under Jail Supdt.								
	Additions & alterations under P. W. D.								
Manufactures—*Vide* Factory Register No. 25									
	Total Employed								
	Hired out to (Specify)____________								
	Grand Total								
Included in the above columns.	Number of convicts undergoing solitary confinement								
	Number of convict night watchmen doing work in day								
	Initials of Jailor								
	Initials of Superintendent								

REGISTER—*contd.*

Year 193 . Number of Working days in the month——————

9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total figures for working days.

Jail Register No. 37.
Book of 96 pages.

SUPERINTENDENT'S / MEDICAL OFFICER'S ORDER BOOK.

1	2	3
Annual serial number and date of order.	Orders.	Signatures of the officials concerned.

Form No 38.

SUB-ASSISTANT SURGEON'S REPORT BOOK AND HOSPITAL MORNING STATE REGISTER.

Strength——————*Date*————*19*

1 Diseases.	2 Remained	3 Since admitted	4 Discharged.	5 Died.	6 Remaining	7 Remarks.
Fevers						
Diarrhœa						
Dysentery						
Tubercle of lungs						
Catarrh						
Rheumatism						
Boil						
Skin diseases						
Surgical cases						
Total						
Infirm and convalescents						
Detained for observation						

Officials on the sick report.

1 Name	2 Rank.	3 Disease.	4 Admitted on	5 Discharged on	6 Remarks.

Names of prisoners who have died.

1 Jail admission register number	2 Name.	3 Age	4 Date of admission into hospital	5 Time of death	6 Disease.

P. T. O.

Jail Register No. 38.
Book of 30 leaves.

PARTICULARS OF PATIENTS ATTENDING HOSPITAL.

1 Circle and barrack No.	2 Jail admission register number.	3 Name.	4 Disease.	5 Orders by Medical Officer.	6 Remarks regarding treatment, diet, etc.

A=Admitted M=Medicine given and sent back to work D=Detained for observation.

Report by the Medical Subordinate.	Orders by the Medical Officer.
Medical Subordinate.	*Medical Officer.*

Locked up......................Prisoners and Lunatics. Total

Jailer.

SECURITY REGISTER.

Jail Register No. 39.
Book of 36 leaves.

SECURITY

*Month*____________

1	2	3	4	5	6		
Post office account number.	Name of officer.	Rank and pay.	Total security required. Rs.	Monthly deductions required. Rs.	Amount in the P. O. savings bank on last day of the previous month. Rs.	a.	p.

REGISTER

Year ______

7	8			9			10			11			12
Deposited in this month	Interest			Withdrawals			Amount in the P O savings bank on last day of this month			Security held in promissory notes and postal cash certificates			Signature of depositor
Rs	Rs	a	p	Rs	a	p	Rs	a	p	Rs	a	p	

Jail Register No. 40.
Book of 36 pages.

PRISON OFFICIALS PUNISHMENT REGISTER.

1	2	3	4	5	6	7	8	9	10	11
Date.	Name of Official.	Rank.	Period of employment in the Jail Department.	Nature of offence.	Number of previous punishments.	Punishment for the present offence.	Initials of Superintendent.	Date of entry of Punishment in Service Book.	Date of Pay Bill from which fine realised.	Remarks.

Jail Register No 41
Book of 96 pages

JAILOR'S REPORT BOOK.

1	2	3
Serial number and date	Report	Orders passed by the Superintendent

Jail Register No. 42.
Book of 196 pages.

GATE KEEPER'S BOOK.

Date ——————— 193 .

1	2	3	4	5			6	7
				Particulars of out-gangs.				
Time. وقت	In—Arrival. Out—Departure. اندر يا باهر	Name. نام	No. of the key bunch taken or deposited. كنجي كے گچھے	Gang No. نمبر گمان	Number of prisoners in the gang. تعداد قيديان	Name and signature of warder incharge. نام و دستخط وارڈر انچارج	Articles received. اشياء جو اندر آئين	Articles taken out. اشياء جو باهر گئين

REGISTER OF OUT-GANGS.

Jail Register No. 43.
Book of 30 pages.

REGISTER OF

Admission register number.	Ring number.	Name.	1		2		3		4		5		6		7		8		9	
			A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.
		Total .																		
		Initials of the clerk calling roll .																		
		Initials of gatekeeper . . .																		
		Initials of Jailor																		

OUT-GANGS.

10		11		12		13		14		15		16		17		18		19		20		21		22		23		24		25		26		27		28		29		30		31	
A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M

Jail Register Form No. 44.
Book of 36 leaves.

HEAD WARDER'S REGISTER OF VISITS TO OUT-GANGS.

هیڈ وارڈر کے کمان هاے بیرونی کے ملاحظه کی کتاب

*Date*________________*193* .

تاریخ

1	2	3	4	5	6	7
Time of visit. وقت ملاحظه	Gang No. نمبر کمان	Number of convicts present. تعداد قیدیان جو موجود هین	Name of warder incharge. نام وارڈر انچارج	Left thumb impression of warder incharge. وارڈر انچارج کی انگشت چهاپ	Signature of head warder verifying the number. دستخط هیڈ وارڈر جسنی تعداد قیدیان موجوده کی تصدیق کی	Signature of Jailor. دستخط جیلر صاحب
H. M.						

Form No 45 (Revised).
Book of 100 pages

REGISTER OF LOCKS AND KEYS FOR THE YEAR————
——————Jail.

Number of bunch.	Locks.			Distinguishing number and description of key.	Total number of keys on each bunch.	Serial number of the duplicate key on the bunch of duplicate keys.	Remarks.
	Distinguishing number of lock.	Size and description, e g, brass, galvanised iron or country.	Barrack, cell or store-room where used.				

Jail Register No. 46.

Book of 36 leaves.

Authorized Annual proportion.

	Strength.	Allowance per warder.	Number.
Reserve warder .	.		
Warders .	.		
Total	.		

AMMUNITION REGISTER.

Name of Article

1	2	3	4	5		6	7			8		9		10	11	12
				Issued.			Expended.			Returned.		Balance.				
Date of receipt or issue.	In stock.	Received.	Total.	Quantity.	To whom.	Receipt of the official receiving ammunition.	Date.	Quantity.	For what purpose.	Date.	Quantity.	Date.	Quantity.	Signature of Jailor.	Signature of Superintendent.	Remarks.

Jail Register No. 47.
Book of 36 pages.

STORAGE ACCOUNT BOOK.

RECEIPTS.

Name of Grain ——————

1	2			3												4	5	6
Suppliers invoice with number date.	Quantity.			Quantity stored in—												Initials of Jailor.	Initials of Superintendent.	Remarks.
				Pit. No. 1.			Pit. No. 2.			Pit. No. 3.			Pit. No. 4.					
	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.			
Total.																		
Excess or deficiency found in each pit.																		
Initials of Superintendent with date																		

Issues and balance.

1	2	3			4	5			6			7	8
Date	No of pit from which issued.	Quantity.			Initials of store-keeper.	Progressive total of issues from each pit.			Balance in all pits.			Initials of Jailor.	Remarks.
		M.	s.	c.		M.	s.	c.	M.	s.	c.		

Jail Register No. 48.
Book of 48 leaves.

PRISON

Receipts.

1	2	3	4	5			6		
Ledger page.	Date of receipt.	Serial number of cash receipts.	Particulars of receipts.	Amount.			Total.		
				Rs.	A.	P.	Rs.	A.	P.

CASH BOOK.

DISBURSEMENTS.

1	2	3	4	5			6		
Ledger page.	Date of disbursement.	Serial number of cash payment.	Particulars of disbursements.	Amount.			Total.		
				Rs.	A.	P.	Rs.	A.	P.

Jail Register No. 49.
Book of 96 pages.

PRISON LEDGER.

1	2	3	4			5			6	7	8	9			10		
Date.	Particulars of receipts.	Prison cash book page.	Amount.			Total.			Date.	Particulars of disbursements.	Prison cash book page.	Amount.			Total.		
			Rs.	A.	P.	Rs.	A.	P.				Rs.	A.	P.	Rs.	A.	P.

Register No 50

REGISTER OF CASH BALANCES

For the month of ______________ *193* ______________ *Jail*

Ledger page	Ledger headings	Receipts									Expenditure									By balance			To balance		
		By balance of last month			Received during the month			Total			To balance of last month			Expended during the month			Total								
		Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P

I declare that the items in the above Memo agree with accounts in the Ledger, and that I have personally examined and found them correct

Jailor.

Total Rs

Deduct to Balance Rs

Cash Balance Rs

I declare that the Cash Balances brought out in the above Memo agree with the balance shown in the Cash Book and also with the amount in the Prison Treasure chest which I have examined

Superintendent

NOTE —A cash balance sheet is to be kept up in each department of the prison, *vide* Jail Manual, Section 691

Jail Register No. 51.
Book of 30 pages.

REGISTER SHOWING THE ACCOUNT OF SERVICE POSTAGE STAMP AND POST CARD FOR PRISONERS LETTERS.

1 No.	2 Date.	3 Register No.	4 Name of Prisoners.	5 Particulars of letter sent.	6 Amount of Postage.	7 Daily total and Balance.	8 Initials of clerk.	9 Initials of Jailor.	10 Initials of Superintendent.

Jail Pegister No 52
Book of 96 pages

SECTION —

REGISTER OF COMPLETED RECORDS

NOTE —The register should be divided into four sections as follows—

A For records which should be maintained PERMANENTLY
B ,, ,, , For TEN YEARS
C ,, ,, ,, For FIVE YEARS
D ,, , For TWO YEARS

1	2	3			4	5	6	7	8	9
Date of deposit	Serial number	Particulars of completed records			Number of almirah or shelf	Year upto which to be retained	Initials of Jailor	Initials of Superintendent with date of authorising destruction	Initials of Jailor with date on which destroyed	Remarks
		Name or Number	Period							
			From	To						

Jail Register No. 53.
Book of 96 leaves.

REGISTER OF LETTERS AND STAMP ACCOUNT.

Year 193 .

1	2	3	4	5			6			7	8		9
No. of letter.	Date of despatch.	To whom despatched.	Substance of subject.	Amount of postage.			Total and daily balance.			File No.	Number and date of letter of which it is a reply.		Remarks.
				Rs.	A.	P.	Rs.	A.	P.				

Jail Register No 53 A.

Book of 96 leaves.

RECEIPT REGISTER

Year————————

1 Receipt No	2 Date of Receipt	3 From whom received	4 Substance of subject	5 File No	6 Previous reference, if any	7 Remarks

Jail Register No. 54.

Book of 96 pages.

STATION DAK BOOK.

1 Date.	2 No.	3 To whom.	4 Subject.	5 By whom delivered.	6 Signatures of receiver.

Jail Register No 55.
Book of 96 pages.

REGISTER OF GOVERNMENT PROPERTY.

*Year*____________

1	2	3	4		5	6		7	8	9
Serial number.	Description of articles.	No in stock on first day of the year.	Purchased during the year.		Total	Declared unserviceable		Balance in stock, at the end of the year	Initials of the officer responsible.	Remarks and signatures of Jailor or Supdt. verifying stock.
			Date	No.		Number.	Initials of Supdt with date.			

Jail Register No. 56.
Book of 36 pages.

STOCK BOOK OF DEAD AND LIVE STOCK.

NOTES.—

1. Please enter in this register live stock and all stores such as European locks, iron safe, control clocks, beam scales, ordnance stores, machines of European manufacture and tents.

2. Furniture, *e.g.*, tables and chairs, country locks, medical stores and other stores of less than Rs. 25 in value need not be shown in this register.

3. The Superintendent shall check and sign this stock book annually on 1st April.

1	2	3	4			5	6	7			8	9
Date of receipt.	Name of articles with description.	Number of pieces.	Cost.			Initials of Superintendent.	Date of disposal.	Value realized.			Initials of Superintendent.	Remarks.
			Rs.	A.	P.			Rs.	A.	P.		

Jail Register No 57

Book of 36 pages

STOCK BOOK OF FORMS

NOTES —

1 Stock account of Factory Registers No 10 and 11 and forms received from the Government Press should be kept in this Register

2 In case of Factory Register No 10 "Cash receipt book" the book numbers of the Registers received and issued should be recorded

1	2	3	4	5	6	7
Date.	Number of copies received	Number issued	Balance	To whom issued	Purpose for which issued	Signature of person receiving

C. A. C. 14.

REGISTER OF CONTINGENT

Date.	To whom paid. / Appropriation for each head.	No. of {Sub-voucher. / Contingent abstract.				
	Total Carried forward.					

CHARGES OF THE

C. A. C. 14.

DEPARTMENT

Date.	To whom paid. / Appropriation for each head.	No. of { Sub-voucher. / Contingent abstract.					
	Total Carried forward.						

OF THE DISTRICT, 193 .

	Unusual Charges		Total of each contingent abstract	Total of each month's bill	Date of detailed bill	Date of admission with initials	Remarks.
	Description	Amount					

Form No. 1.

Book of 192 pages.

FACTORY ORDER BOOK.

Date.	No.	Party ordering.	Description of order.	Signature of officer in charge of factory.	Superintendent's initials.

Factory Form No. 2.
Book of 200 pages

(Counterfoil) ____________ *Jail Factory.*

Indent on suppliers.

To ____________

Please supply the following :—

Name of material	Number or quantity.	Rate.	Date by which the materials should be supplied.	Special instructions as to quality, etc

Indent No. ______ Dated ______

Prepared by Approved

Store-keeper. *Jailor.* *Superintendent.*

Materials received on ______

Signature of contractor or his agent.

(Foil for the supplier.) ____________ *Jail Factory.*

Indent on suppliers.

To ____________

Please supply the following :—

Name of material	Number or quantity.	Rate	Date by which the materials should be supplied	Special instructions as to quality, etc.

Indent No. ______ Dated ______

Prepared by Approved

Store-keeper.

Jailor.

Superintendent.

Factory Form No. 3.
Book of 200 pages.

REGITER OF DAILY PURCHASE OF MATERIALS.

1	2	3	4	5	6			7	8			9			10	11	12	13	14	15	16
Date of receipt.	Quarterly serial No. of supplies invoice.	Page of materials stock register (Form No. 4).	Description of material.	Number.	Quality.			Rate.	Price.			Progressive total.			Page of general ledger (Form No. 12.)	Suppliers name.	Initials of Jailor.	Initials of Superintendent.	Date of payment.	Quarterly serial number of payment in cash book.	Initials of Superintendent.
					M.	s.	c.		Rs.	a.	p.	Rs.	a.	p.							

actory Form No 4
ook of 500 pages.

STOCK BOOK OF MATERIALS FOR THE YEAR———.

Name of materials ——————————

1	2				3						4				5			6				7
Date of transaction.	Balance				Receipts						Total				Issues			Closing balance				Initials of store keeper
	Number or quantity	Price			Quarterly serial number of suppliers invoice	Number or quantity	Rate	Price			Number or quantity	Price			Factory to which issued	Quantity	Total	Number or quantity	Price (to be filled in at the end of quarter)			
		Rs	a	p				Rs	a	p		Rs	a	p					Rs	a	p	

Factory Form No. 5.
Book of 500 pages.

STOCK BOOK OF MANUFACTURED GOODS.

Name of article ——— *Size or Description* ——— *Rate* ——— *per* ———

1	2				3			4					5				6			7	8
Date.	Receipts.				Cost price (to be filled in the case of jail supplies only).			Issues.					Closing balance.				Value of closing balance (to be filled in at the end of quarter).			Initials of the store-keeper in charge.	Quarterly verification, remarks and other notes.
	Number.	Weight.						Number.	Weight.			State purpose if not sold.	Number.	Weight.							
		Md.	S.	C.	Rs.	A.	P.		Md.	S.	C.			Md.	S.	C.	Rs.	A.	P.		
Balance brought forward.																					

Factory Form No 6
Book of 200 pages

REGISTER OF DAILY SALES OF GOODS

Date	Page of stock book No 5	Page of ledger Form No 8, if sold on credit	No of invoice or bill for each supply made	Name of customers and description of goods sold	Rate	Amount			Total			Progressive total			Page of general ledger Form No 12	—
						Rs	A	P	Rs	A	P	Rs	A	P		

Factory Form No. 7.
Book of 200 pages.

RECEIPT VOUCHER.

(For goods sold on credit.)

Name ____________________

Address ____________________

Date of sale.	Description of goods sold.	Number.	Weight.	Rate.	Value.			Remarks.
					Rs.	A.	P.	
				Total.				

Note.—Total amount must be stated in words as well as figures.

Entered in sale book No. 6 on ____________. Received the goods mentioned above.]

Store-keeper.

Signature.

Factory Form No. 6.
Book of 100 pages.

REGISTER OF OUTSTANDING DEBTS AND ADVANCES.

*(Name of customers) Messrs.*____________

Dr. Cr.

Date of supply.	Particulars of goods supplied.	Sail book folio.	Number of the invoice or bill for each supply made.	Amount.			Total.			Date.	Particulars of realization.	Cash book folio.	Amount.			Total.		
				Rs.	A	P.	Rs.	A.	P.				Rs.	A.	P.	Rs.	A.	P.

Factory Form No. 9.
Book of 200 leaves.

BILL FOR GOODS SUPPLIED.

No.__________________ ________________________

Date__________________ ________________________Dr.

To________________________Jail Manufactory.

Date of supply.	Description of goods supplied.	Quantity.	Rate.	Value.		
				Rs.	a.	p.

NOTE.—Total amount must be stated in words as well as figures.

Accountant *Jailor.*

Remittances should be made payable to the Superintendent only.

Factory Form No 10.
Book of 200 leaves.

BOOK NO.

CASH RECEIPT.

Quarterly serial number

of receipts——————

Rs ——————

Received from ——————————————

——————————————————

the sum of Rupees——————————————

——————————————————

in $\frac{\text{full}}{\text{part}}$ payment of bill No. dated

——————*Jail.*

The ——————*193* .

Jailor or Superintendent

Progressive total of factory receipts since last remittance to Treasury. } Rs.——————

BOOK NO.

CASH RECEIPT.

Quarterly serial number

of receipts——————

Rs ——————

Received from ——————————————

——————————————————

the sum of Rupees——————————————

——————————————————

in $\frac{\text{full}}{\text{part}}$ payment of bill No. dated

——————*Jail.*

The ——————*193* .

Jailor or Superintendent.

Factory Form No. 11.
Book of 100 leaves.

FACTORY

Dr.

RECEIPTS.

General Ledger Page.	Outstanding debts ledger Page (Form No. 6).	Quarterly serial number of Cash receipts.	Month and date.	From whom.	Amount.			Total.		
					Rs.	A.	P.	Rs.	A.	P.

CASH BOOK.

Cr.

DISBURSEMENTS.

General Ledger Page.	Quarterly serial number of payment.	Month and date.	To whom and on what account.	Amount.			Total.		
				Rs.	A.	P.	Rs.	A.	P.

Factory Form No. 12.
Book of 200 pages.

GENERAL LEDGER.

(*Head*) ____________________

Dr. Cr.

Date.	Folio.	Narrative.	Amount.			Total.			Date.	Folio.	Narrative.	Amount.			Total.		
			Rs.	A.	P.	Rs.	A.	P.				Rs.	A.	P.	Rs.	A.	P.

Factory Form No. 13.
Book of 24 pages

PROFIT AND LOSS ACCOUNT OF FACTORIES FOR THE ———— QUARTER OF 193 .

Particulars	Total amount for the quarter	Amounts referring to—					
		Weaving factory.	Matting factory	Oil press			
Value of goods made							
Other credits (by increase in price, etc)							
Total credits————(A) .							
Value of materials in factories at the beginning of the quarter							
Value of materials received during the quarter.							
Other debits such as discount, depreciation, wages, stamps, etc							
Total———— .							
Deduct							
Cost of materials in factories at the end of the quarter.							
Net cost of materials consumed in the quarter (B).							
Stock profit or stock loss (C) . .							
Number of prisoners employed profit per head							
Reasons for loss, if any . . .							

Prepared by
Accountant

Checked by
Jailor.

Superintendent,
Jail.

Fly Sheet Form No. 13.

FACTORY ABSTRACT FOR THE YEAR 193 .

Name of Factory.	1st Quarter.			2nd Quarter.			3rd Quarter.			4th Quarter.			Total.			
	B	C	Percentage.	B	C	Percentage.	B	C	Percentage.	B	C	Percentage.	B Cost of materials consumed.	C Stock Profit.	Percentage. of C or B.	
Weaving Factory .																
Matting Factory . .																
Oil Press . . .																
Total .																
Initials of Accountant .																
Jailor . . .																
Superintendent . .																

BOOK OF ESTIMATES FOR THE YEAR 193 .

Factory Form No. 14.
Book of 200 pages.

BOOK OF ESTIMATES

Estimate No. ____________

For making ____________

A Price of Materials.				B Estimated value of wages.				C Charge for wear and tear of tools.			
Description and rates.	Price.			Description.	Amount of wages.			Percentage.	Amount.		
	Rs.	A.	P.		Rs.	A.	P.		Rs.	A.	P.

FOR THE YEAR 193 .

*Per unit of*____________________

Profit calculated on (A+B)				Total estimated price			Local market rate (if any)			Price fixed by the Superintendent								
Percentage	Amount									Jail Department			Government Departments			Public		
	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P

Factory Form No. 14.
Book of 200 pages.

BOOK OF ESTIMATES

Estimate No. ____________

For making ____________

A Price of Materials.				B Estimated value of wages.				C Charge for wear and tear of tools.			
Description and rates.	Price.			Description.	Amount of wages.			Percentage.	Amount.		
	Rs.	A.	P.		Rs.	A.	P.		Rs.	A.	P.

FOR THE YEAR 193

Per unit of ____________________

Profit calculated on (A+B)				Total estimated price			Local market rate (if any)			Price fixed by the Superintendent								
Percentage	Amount									Jail Department			Government Departments			Public		
	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P

Factory Form No. 15.
Book of 24 leaves.

FACTORY LABOUR DISTRIBUTION REGISTER.

*For the month of*________________ *193* .

Particulars of labour.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total.
WEAVING FACTORY.																																
Thread openers																																
Warp makers																																
Cloth weavers																																
Newar weavers																																
Durrie weavers																																
Carpet weavers																																
MATTING FACTORY.																																
Munj pounders																																
Ban twisters																																
Weavers																																
Aloe pounders																																
Hemp twine and aloe twine																																
Hemp mats and aloe mats																																
BLACKSMITHS SHOP.																																
Blacksmith																																
Carpenters																																
Grand total of prisoners employed in manufactures																																
Initials of Factory officer																																
Initials of Jailor																																

Factory Form No 16
Book of 24 pages

LOOM REGISTER FOR WEAVING FACTORY FOR THE YEAR 193

No of Loom ________________________

Name of Weaver ________________________

NOTE—*Work of each loom should be shown on consecutive pages for the whole year*

Date of receipts by Weavers	Price number	Quality and Weight of Warp			Weight after sizing	Quality and Weight of Weft thread			Manufactured cloth				Weight of Weft thread returned	Loss in manufacture	Date of completion	Initials of Factory officer	—
		Count	Weight			Count	Weight		Description	Length	Width	Weight					
			Srs	Ch			Srs	Chs									

Factory Form No. 17.
Book of 24 pages.

REGISTER OF MATERIALS ISSUED FROM STORE AND RECEIVED IN THE FACTORIES FOR THE MONTH OF ______ 193 .

Date.	Description of materials.	Number or quantity.	Purpose.	Price (to be totalled at the end of the month).	Store-keeper.		Factory officers receipt.	
					Initials.	Page of register No. 4.	Initials.	Page of register No. 18.

Factory Form No 18
Book of 200 pages

STOCK BOOK OF (NAME OF MATERIAL)__________ RECEIVED AND EXPENDED IN (NAME OF FACTORY)__________ FOR THE QUARTER ENDING__________

1	2			3			4			5					6		7			8			9			10	11
Date of Transaction	Balance in process of manufacture			Quantity received			Total			Particulars of manufactured goods					Loss in manufacture		Total			Closing balance			Value of the materials remaining at end of quarter			Initials of Factory officer	Quarterly verification remarks and other notes
										Description	No	Weight															
	Mds	s	c	Mds	s	c	Mds	s	c			Mds	s	c	S	c	Mds	s	c	Mds	s	c	Rs	As	P		

Factory Form No. 17.
Book of 24 pages.

REGISTER OF MATERIALS ISSUED FROM STORE AND RECEIVED IN THE FACTORIES FOR THE MONTH OF ________ 193 .

Date.	Description of materials.	Number or *quantity*.	Purpose.	Price (to be totalled at the end of the month).			Store-keeper.		Factory officers receipt.	
							Initials.	Page of register No. 4.	Initials.	Page of register No. 18.

Factory Form No 18
Book of 200 pages

STOCK BOOK OF (NAME OF MATERIAL)__________ RECEIVED AND EXPENDED IN (NAME OF FACTORY)__________ FOR THE QUARTER ENDING__________

1	2			3			4			5					6		7			8			9			10	11
Date of Transaction.	Balance in process of manufacture			Quantity received			Total			Particulars of manufactured goods					Loss in manufacture		Total			Closing balance			Value of the materials re maining at end o quarter			Initials of Factory officer	Quarterly veri fication remarks and other notes
										Description	No	Weight															
	Mds	s	c	Mds	s	c	Mds	s	c			Mds	s	c	S	c	Mds	s	c	Mds	s	c	Rs	As	P		

Factory Form No. 19.
Book of 24 leaves.

REGISTER OF GOODS SENT INTO STORE IN THE MONTH OF——————193 .

1	2	3	4	5			6	7	8		9			10	11	12	13	14
Date.	Page of Form No. 18.	Number of factory order slip.	Description of goods sent (or work done).	Weight.			Factory Officer's signature.	Initials of Jailor verifying weight.	Rate.	Per.	Value (to be totalled at the end of each month).			Cost Price (in case of Jail supplies only).	Store-keepers initials.	Page of stock book Form No. 5.	Initials of Supdt.	Verification by Superintendent and any other remarks.
				Mds.	s.	ch.					Rs.	a.	p.					

Jail Manual Form No 1

1. Name . . . .

2 Race . . . .

3 Residence . . . .

4 Father's Name and Residence . . . .

5 Date of birth by Christian era as can be ascertained . . . . . .

6 Exact height by measurement . . . .

7 Personal marks for identification . . . .

8 Left hand thumb and finger impression of (non-gazetted officer) — . .

Little Finger Ring Finger

Middle Finger Fore Finger.

Thumb

9 Signature of Government servant . . . .

Note —The entries in this page should be renewed or re attested at least every five years and the signatures in lines 9 and 10 should be dated

Finger prints need not be taken afresh every five years under this rule

10. Signature and designation of the Head of the Office, or other Attesting Officer

uperintend.

1	2	3	4	5	6	7	8
Name of Post.	Whether substantive or officiating, and whether permanent or temporary.	If officiating state (i) substantive appointment or (ii) whether service counts for pension under Art. 371, C. S. R.	Pay in substantive post.	Additional pay for officiating.	Other emoluments falling under the term "Pay".	Date of appointment.	Signature of Government servant.

9	10	11	12	13 Leave			14	15
Signature and designation of the head of the office or other attesting officer in attestation of columns 1 to 8	Date of termination of appointment	Reason of termination (such as promotion, *transfer*, dismissal, etc)	Signature of the head of the office or other attesting officer	Nature and duration of leave taken	Allocation of periods of leave on average pay up to four months for which leave salary is debitable to another Government: Period	Allocation of periods of leave on average pay up to four months for which leave salary is debitable to another Government: Govt to which debitable	Signature of the head of the office or other attesting officer	Remarks to any recorded punishment or censure or reward or praise of the Government servant

Instructions for filling up Form No. F. R. 9A.

1. The Account is to be maintained in terms of leave on average pay For this purpose, actual periods of leave taken on half or quarter average pay as entered in column 13 should be divided by 2 and posted in column 14.

2. In the case of officers who were subject to the Civil Service Regulations leave rules before they elected the Fundamental Rules, the account should commence with an opening entry in columns 4, 5, 6, 7, 8, 11, 13, 14, 15, 16, 17 and 18. The words "Due on (date of coming under the Fundamental Rules)" should be written across columns 1, 2 and 3 and against these words credit under Rule 77 (*b*) (*ii*) (1) should be given in column 4 and column 6 and that under Rule 77 (*b*) (*ii*) (2) and Rule 77 (*e*) in column 5 and column 7, while debit for commuted furlough taken under the old leave rules should be given in column 11 and that under Rule 78, Note (2) (*i*) (*a*), in column 13, one half of the latter being entered in column 14. The sum total of the entries in columns 6 and 7 and in columns 11 and 14 should be entered in columns 8 and 15 respectively. The difference between the entries in columns 8 and 15 should be entered in column 18 and the entry in column 4 or 6 should be repeated in column 16, while the entry in column 5 or 7 *minus* the sum total of the entries in columns 11 and 14 should be shown in column 17.

3. When a Government servant applies for leave, columns 1 to 8 should be filled up. Columns 1, 2 and 3 should show the Government served under and the period of duty up to the date preceding that on which the Government servant intends to go on leave, and columns 4 and 5 should each show $\frac{1}{11}$th of this period (but see Note 2 below), the sum total of the two entries representing the period of leave (*i.e.*, $\frac{2}{11}$ths of duty) earned under Rule 77 (*b*) (*ii*) (3). To the new entry in column 4 should be added the last entry in column 16 and the resultant figure should be posted in column 6: similarly to the new entry in column 5 should be added the last entry in column 17 and the resultant figure should be posted in column 7. The total of the entries in columns 6 and 7 will be shown in column 8.

NOTE 1.—If during the period of duty prior to a Government servant's going on leave he has served under two or more Governments, the period of duty and the leave earned under each Government should be shown in separate lines in columns 1 to 5 and the sum total of the new entries in column 4 and the last entry in column 16 should be posted in column 6 and of those in column 5 and the last entry in column 17, in column 7, the total of the entries in columns 6 and 7 being shown in column 8.

NOTE 2.—The sum total of the entries in column 5, inclusive of the opening entry mentioned in instruction No. 2, should not exceed 2½ years [Rule 81 (*a*) (*ii*)], and no entry should be made in this column when this limit of 2½ years is reached.

When columns 1 to 8 have been posted, column 8 will show the *maximum* amount of leave which may be granted *in terms of leave on average pay* [but see Rule 81 (*d*)] to a Government servant on the date on which he intends to go on leave. The *maximum* amount of leave, *on average pay* which may be granted on that date with medical certificate or out of India and Ceylon will be the sum total of the last entry in column 6, and the unspent balance of "one year" limited to 8 months at a time, provided this sum total is covered by the period entered in column 8; in the case of leave in India or Ceylon without medical certificate, the maximum will be the last entry in column 6, limited to 4 months at a time. The limits of 8 and 4 months may be exceeded as provided in the Note to Fundamental Rule 81 (*b*).

4. When a Government servant returns from leave, columns 9 to 18 should be filled up. The period of leave taken on average pay should be entered in columns 9, 10 and 11, that taken on medical certificate or spent elsewhere than in India or Ceylon should be entered in column 11 till the limit of one year is reached and thereafter in column 10. The actual periods of leave on half or quarter average pay (together with leave on subsistence grant under the Note to Fundamental Rule 88) and overstayal of leave (*vide* Fundamental Rule 73) should be entered in column 13 and one half of it in column 14.

NOTE 1.—Leave on average pay taken under the Fundamental Rules in India without medical certificate in excess of the last entry in column 6 before the deletion of "*plus* one year" from Rule 81 (*b*) (*ii*) should be entered in column 11.

NOTE 2.—If the leave taken on half average pay exceeds the amount at credit on half average pay, the [illegible] this debit shown in [illegible] 16, the net debit in co[illegible] in column 18 is [illegible] The balance of leave due on average pay shown in column 16 remains unaffected by any debit entries in columns 17 and 18, but cannot be utilised until, under the operation of Fundamental Rules 77 and 81 (*e*), leave again becomes due under Fundamental Rule 80 and then only to the extent of the leave due.

5. The total period of leave in terms of leave on average pay taken in a Government servant's whole service as entered in column 15 should not exceed the privilege leave credited to him in column 4 on his coming under the Fundamental Rules, *plus* all periods of leave subsequently entered in that column, *plus* 2½ years.

6. When a Government servant is transferred to service under another Government, a separate account should be opened in F. R. Form 9 for showing the leave earned under that Government and the leave the cost of which is debited to that Government. This account will be in addition to the main leave account, which must be a complete record of all leave earned and taken under these rules throughout his service.

F. R. 9A.

(Ordinary Leave Rules.)

Date of Commencement of Service ________________ LEAVE ACCOUNT

Date of Contract, if any, ________________

DUTY.						Leave earned.						Leave at credit.									Leave				
																					On average				
						1/11th of duty subsequent to coming under Fundamental Rules [Rule 81 (*b*) (*ii*).]			Balance of 2/11ths of duty subsequent to coming under Fundamental Rules.			1/11th of duty subsequent to coming under Fundamental Rules [Rule 81 (*b*) (*ii*)] (Columns 16+4).			Balance of 2/11ths of duty subsequent to coming under Fundamental Rules (Columns 17+5).			Total Columns (6+7).			Dates.		Against entries in Column 6.		
1	2		3			4			5			6			7			8			9		10		
Government served under.	From	To	Y.	M.	D.	Y.	M	D	Y.	M	D	Y	M	D.	Y	M	D	Y	M	D.	From	To	Y.	M	D.

The leave accounts of the press employees for whom forms F. R. 9B and 9C

OF ______________ Date of attaining the age of $\frac{55}{60}$ years ______________

Date of coming under Civil Leave Rules ______________

TAKEN															BALANCE (ON RETURN FROM LEAVE)									
pay			*On half of quarter average pay*																				REMARKS
Against limit of one year for leave on medical certificate and leave spent elsewhere than in India or Ceylon [Proviso to rule 81 (b) (ii)]			Dates		Actual period			Actual period converted into period in terms of leave on average pay			Total (Columns 10+11+14)			Of leave equivalent to 1/11th of duty subsequent to coming under Fundamental Rules [Rule 81 (b) (ii) (Columns 6 10)]			Of leave equivalent to balance of 2/11ths of duty subsequent to coming under Fundamental Rules (Column 7)—(Columns 11+14)			Total Columns (8—15)			
11			12		13			14			15			16			17			18			19
Y	M	D	From	To	Y	M	D	Y	M	D	Y	M	D	Y	M	D	Y	M	D	Y	M	D	

have been [illegible]

Jail Manual Form No. 2.
Book of 100 pages.

MEMO. OF CASUAL LEAVE GRANTED.

*Year*__________

Name and rank.	Period of casual leave.	From	To	Total casual leave taken in the current year including this leave.	Initials of Superintendent.

Jail Manual Form No 3.

SECURITY BOND WITH ONE SURETY.

(To be executed by Upper Subordinate Establishment, Head Warders and Dyeing Master in the Jail Department)

Know all men by these presents that we (name of official appointed)

of

AND (NAME OF SURETY)

of

are held and firmly bound unto the Secretary of State for India in Council (hereinafter referred to as the Secretary of State) in the sum of Rs.

to be paid to the Secretary of State, his successors or assigns or his or their certain attorney or attorneys for which payment well and truly to be made we bind ourselves, our heirs, executors, administrators and representatives jointly, and each of us binds himself, his heirs, executors, administrators and representatives severally, firmly by these presents, dated this day of 19 . Whereas the above bounden was on the day of 19 appointed a in the Jail Department of the Ajmer-Merwara Province and is at present employed at and whereas the said is liable at any time to be employed at some other place in the said Province or to be transferred to some other appointment in the Jail Department and whereas the said is bound to obediently, faithfully and diligently and to the best of his ability, fulfil all the duties of his office and to observe strictly such rules and directions as may from time to time be enjoined by due authority and at all times on the requisition of any duly authorized officer, to produce or to truly account for all moneys, stores, property and the like, that may be placed or may come into his hands, or into the hands of any agents of his, by or on behalf of Government and to correctly keep and maintain and produce all accounts books, registers and the like, which may be entrusted to him, and whereas the said is bound to attend for the purpose of discharging his duties at such times and places as his superior officers may appoint and whereas the said and the said as his the said surety in that behalf have entered into the above bond in the penal sum of Rs. conditioned for the due performance by him the said of the duties of his said office and of all other the duties which may lawfully be required of him and the indemnity of the Secretary of State and his servants against loss by reason of the acts or defaults of the said . Now the condition of the above-written bond is such that if the said shall whilst he shall be employed as a in the said Province or in any other appointment in the Jail Department always duly perform and fulfil all and every his duties aforesaid and if the said and shall indemnify the Secretary of State, his successors and assigns and the Government of the Ajmer-Merwara Province from all loss which shall be sustained by the said Secretary of State, his successors and

assigns or the Government of the Ajmer-Merwara Province owing to the dishonesty, neglect, default, disobedience, or insolvency, of the said then this obligation to be void and of no effect, otherwise the same shall be and remain in full force and virtue: Provided always and it is hereby agreed and declared that the said shall not be at liberty to terminate his suretyship except upon giving to the head of the said Jail Department for the time being six calendar months notice in writing of his intention so to do and the liability of the said under his bond shall continue in respect of all omissions and defaults on the part of the said until the expiration of the said period of six months. Provided also and it is hereby agreed and declared that if the said shall at any time deposit any moneys in a Government Savings Bank or any Government promissory notes with the Accountant-General as security for the due performance by him of the conditions set out in this bond it shall be lawful for the Secretary of State his successor and assigns and the Government of the Ajmer-Merwara Province on a breach of any of the said conditions occurring to declare the said moneys or Government promissory notes to be forfeited and to realize and to appropriate the same and thereupon this bond to the extent of the moneys or Government promissory notes so realized and appropriated shall be void and of no effect. And it is hereby lastly agreed and declared by and between the said and the Secretary of State that on the vacation by the said of his said office of the moneys or Government promissory notes deposited as security as hereinbefore provided shall not be at once returned to him, but shall be retained for the term of six months as security against any loss that may have been incurred by the Secretary of State owing to the neglect or default of the said and which may not have been discovered until after the vacation of his appointment by the said : Provided always that the return at any time of said moneys or Government promissory notes in case any breach of the conditions of the said bond shall be discovered after the return of the said moneys or Government promissory notes shall not be deemed to affect the right of the Secretary of State to take proceedings upon the said bond against the said

Signed by the above-named
in the presence of—

Signature of Principal.

(Two witnesses to sign here.)

Signed by the above-named
in the presence of—

Signature of Surety.

(Two witnesses to sign here.)

Jail Manual Form No 4.

PROCEEDINGS AGAINST OFFICIALS.

I. Case of____________________________

II. Charge____________________________

III. *Evidence in support of the specific charge or charges.*

IV. Defence—

(*a*) Offender's statement should be in writing, signed by him and filed with the case. The purport should be noted here.

(*b*) Evidence in support of the offender's version.

V. Finding.

Procedure to be adopted in each case.

1. The charge should be in writing in respect of each offence.

2. The defence should be in writing in respect of each offence.

3. There should be specific finding on each charge.

4. All charges should be fully discussed and the facts should be relevant to the charges framed.

N.B.—Attention is invited to the rules in Chapter V of the Jail Manual

Jail Manual Form No. 5.

LAST-PAY. CERTIFICATE.

Last-pay certificate of ______________________
of the ______________________
proceeding on ______________________
to ______________________

2. He has been paid up to ______________________
at the following rates.

Particulars.	*Rate.*
Pay	
Officiating pay.	
Exchange Compensation Allowance	
______________	
______________	

Deductions.

____

____

____

3. He made over charge of the office of ______________________

____

on the __________ noon of ______________

4. Recoveries are to be made from the pay of the Government servant as detailed on the reverse.

5. He has been paid leave salary as detailed below. Deductions have been made as noted on the reverse.

Period.	*Rate.*	*Amount.*
From __________ to __________	at Rs. __________ a month.	
From __________ to __________	at Rs. __________ a month.	
From __________ to __________	at Rs. __________ a month.	

6. He is entitled to draw the following :—

7. He is also entitled to joining time for __________ days.

8. The details of the income-tax recovered from him up to the date from the beginning of the current year are noted on the reverse.

Dated at   *193* .

(Signature)

(Designation)

REVERSE.

Details of recoveries.

Nature of recovery____________________

Amount Rs.____________________

To be recovered in__________instalments.

Deductions made from leave salary.

From__________to__________on account of__________Rs.________

From__________to__________on account of__________Rs.________

From__________to__________on account of__________Rs.________

Names of months	Pay.	Gratuity, Fee, etc.	Funds and other Deductions	Amount of Income tax recovered	REMARKS.
April 19 . .					
May 19 . .					
June 19 . .					
July 19 . .					
August 19 . .					
September 19 .					
October 19 . .					
November 19 . .					
December 19 . .					
January 19 . .					
February 19 . .					
March 19 . .					

Jail Manual Form No. 6

No.____________of 19 .

FROM

THE SUPERINTENDENT,

Central Jail,

Ajmer,

To

THE CIVIL SURGEON,

Ajmer-Merwara,

Ajmer,

Dated Ajmer, the________________19 .

SIR,

Mr.________________rank________________of the Ajmer Central Jail is forwarded for favour of producing him before the Invaliding Board for examination. If after examination the Board thinks him to be completely and permanently incapacitated for service you are requested to furnish me with a certificate in the prescribed form (Med. 7) and also to say whether his incapacity has been caused by irregular or intemperate habits.

2. His Service Book is also sent herewith which may please be acknowledged and returned when done with.

I have the honour to be,

SIR,

Your most obedient servant,

Superintendent.

Jail Manual Form No. 7.

LIST OF ARMS AND ACCOUTREMENTS AND OTHER STORES IN THE ARMOURY.

Particulars.	Numbers	Remarks.
Muskets, B L, 476 Bore		
Rifles, M H.		
Bayontes		
Slings		
Roda		
Jag		
Frogs		
Pouches		
Sword—(N. I Pattern with scabbard and sword b lt)		
Bugle		
Torches		
Belts with brass Badge		

Checked on——————

Checked on——————

Jail Manual Form No. 8.

UNIFORM TICKET.

Intramural.
Reserve.

Size for Great Coat__________

Size for Khaki Suit__________

Name of Warder__________

Size for shoes__________

Name of Articles.	First issue Date—		RENEWALS.						
	No. issued.	Initials	19 .	19 .	19 .	19 .	19 .	19 .	19
Blouses									
Knicker-bockers . .									
Putties									
Turban									
Shoes									
Great Coat . . .									
Jersey									
Chevrons . . .									
Gold Fringe . . .									
Shoulder badges . .									
Buttons									
Wooden box . . .									
Charpoy									
________ .									
________ .									
________ .									
Female Warders. Uniform .									
Chadar									
Lenhga or Pyjama } . . .									
Cotton Coat . . .									
Woollen Coat . . .									
________ .									
________ .									
________ .									

N.B.—The jailor shall enter date of issue and initial the entry.

STATEMENT OF THE ANNUAL COURSE OF MUSKETRY.

Name of Jail ____________ *Year* ____________

erial No	Rank & Name	50 yards								100 yards								120 yards.								Total Points in the Practice	Remarks.
		Points per shot.								Points per shot.								Points per shot									
		1	2	3	4	5	6	7	Total	1	2	3	4	5	6	7	Total	1	2	3	4	5	6	7	Total		

Dated ____________
The ____________ *19* .

Signature of Officer in charge.

ail Form No 10

1',

PRISONER'S HISTORY TICKET

OF

No ______________________

Name ______________________

Class ______________________

Sentence ______________________

____

____

HISTORY TICKET.

_______________ *Jail.* *Class* _______________

Register No. _______________

Name.	Father's Name.
Sentencing Officer.	Place of abode.
Crime.	Profession of trade.
Section.	Caste.
Sentence.	Age.
Date of Sentence.	Education.
Date of Release.	Previous Convictions.
Date of Check.	Jailor's Signature.

Date.	Employment or History in Jail.	Initials.	Date.	Appeal, etc.	Initials
	Health labour			Elects to / not to appeal through Friends / Jail.	
	Task.			Copy applied for.	
				Copy received.	
				Appeal sent.	
				Date fixed.	
				Result.	
				Prisoner informed.	

Grade.	Date eligible.	Initials.	Date appointed.
C.N.W.			
C.O.			
O.L.			

Jail Manual Form No 10 D

WEIGHT ON ADMISSION________lbs.

WEIGHMENTS.

*Register No.*________*Name.*________

Year	Jan		Feb		March		April		May		June		July		Aug		Sept		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS

Received												
Sent												

INTERVIEWS

WEIGHMENTS

Year	Jan		Feb		March		April		May		June		July		Aug		Sept.		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS.

Received.												
Sent												

INTERVIEWS

Year																								

LETTERS.

Received.												
Sent												

INTERVIEWS

Year																								

LETTERS.

Received.												
Sent												

INTERVIEWS.

Year																								

Weighments will be recorded vertically by the Sub-Assistant Surgeon in figures. All

...n No. 11.

...ONLY TO BE USED FOR PRISONER WITH MORE THAN ONE YEAR'S SENTENCE.

Jail Register Number.
Name and father's name and Caste.
Date of admission into Jail.
Term of sentence of Imprisonment.
Crime.
Term of sentence of Solitary Confinement.

PERIOD PASSED IN CELL.

Week		Date.
1	From	
	To	
2	From	
	To	
3	From	
	To	
4	Form	
	To	
5	From	
	To	
6	From	
	To	
7	From	
	To	
8	From	
	To	
9	From	
	To	
10	From	
	To	
11	From	
	To	
12	From	
	To	

Central / District Jail.

No.

Name

Term of Sentence

Crime

Date of Sentence

Date of Release

Red letter date

Date of check

Appeal

Superintendent.

MEMO.

OF

Prisoner's private Property in depo...
including Cash and Jewellery.

Cash

Jailor.

Sup...

Date

Jail Manual Form No 12.

LABEL FOR BAGS OF VALUABLES.

For Convict No. ....

Name ....

Date of release ....

Name of articles.	Estimated value. Rs a. p.

Initials of Jailor,
with date.

Jail Manual Form No. 13.

LIST OF VALUABLE PROPERTY.

Serial number.	Jail Register number.	Name.	Particulars of jewellery and other valuables with estimated cost.	Remarks showing disposal of property.	Initials of Jailor.

Jail Manual Form No 14

LABELS FOR PRIVATE CLOTHING.

Admission Register No ______________

Name ______________________ Date of Release ______________________

Kurta ______________________ Lota ______________________

Dhoti ______________________ Thali ______________________

Chadar ______________________ ______________________

Angochha ______________________ ______________________

Pichhora ______________________ ______________________

Initial of Store Keeper with date.

Jail Manual Form No. 15.

LETTER FROM THE SUPERINTENDENT OF JAIL FORWARDING PETITION OF APPEAL TO THE HIGH COURT.

No.

FROM

The Superintendent,

Central Jail,

Ajmer,

To

The Superintendent,

Judicial Commissioner's Office,

Ajmer-Merwara, Ajmer.

Dated the 19

SIR,

I forward, for the purpose of being laid before the Court a petition of Appeal (with copy of annexed) dated the day of

from of an offence

convicted by the on the

at of last,

day of

I have

Your mos

RULES REGARDING PRISONER'S APPEAL.

(486)—The Superintendent shall inform every convict on first admission to Prison of the period within which an appeal from the order under which he has been committed to Prison may be filed. If the convict desires to appeal and is entitled to be so every facility shall be granted to him for the purpose.

(497)—(*a*) The periods within which appeals must be filed are as follows —

(1) To the District Magistrate or the Court of Session . 30 days

(2) To the High Court against a sentence of death .. 7 days

(3) To the High Court in any other case .. .. 60 days

(493)—(*a*) The presentation of a petition of appeal by a convict to the Superintendent is for the purposes of the Indian Limitation Act, 1908, equivalent to presentation to the court.

(۴۴۸) صاحب سپرنٹنڈنٹ کو لازم ھی کہ جب قیدی سزا یافتہ اول مرتبہ جیل میں داخل ہو تو اوسکو اوس مدت میعاد کی اطلاع کردیں جسکے اندر اپیل بنارضی اوس حکم کے جسکے بموجب وہ سپرد جیل ہوا ھی دائر ہونا چاہئے اگر قیدی اپیل دائر کرنا چاہے تو اوسکو اپیل دائر کرنے میں ہر طرح کی امداد دیجائیگی

(الف) مدت میعاد جس کے اندر اپیل دائر ہونا چاہئے حسب ذیل ھیں —

(۱) عدالت صاحب مجسٹریٹ ضلع یا صاحب سشن جج بہادر میں ۳۰ یوم

(۲) عدالت عالیہ ہائی کورٹ میں بنارضی فیصلہ سزائے موت ۷ یوم

(۳) عدالت عالیہ ہائی کورٹ کے دیگر مقدمات میں ۶۰ یوم

(۴۸۷-الف) انڈین لیمیٹیشن ایکٹ سنہ ۱۹۰۸ع (قانون مدت میعاد) کے اغراض کے واسطے کسی قیدی کے عرضداشت اپیل صاحب سپرنٹنڈنٹ جیل کے روبرو پیش کردینا عدالت مجاز میں اپیل دائر کردینے کے برابر ھی

जेल मेनुवल फारम नं १६ ।

(४४८)—साहिब सुपरिन्टेंडेन्ट को लाज़िम है कि जब जब कैदी सज़ा पाने पर पहिले मरतबे जेलमें आवे तो उसकी मियाद (समय) की इत्तिला करदे जिसके बीच में वह अपील उस फैसले के खिलाफ जिससे वह सज़ा पाया है दायर होना चाहिये अगर कैदी अपील दायर करना चाहे तो उसको अपील दायर करने में हर तरह की मदद दी जावेगी ॥

(४८०)—(अ) अदालत अपील दायर करने की मुद्दत नीचे लिखी हुई है :—

(१) अदालत मजिस्ट्रेट साहिब या शिशन जज बहादुर में ... ३० दिन

(२) फांसी के सज़ा की अपील हाईकोर्ट में ७ दिन

(३) दूसरे मामलों में " ६० दिन

(४९३) (अ) इन्डियन लिमिटेशन ऐक्ट सन १९०८ (कानून मियाद) के गरज़ के वास्ते अपील के मजमून को साहिब सुपरिन्टेन्डेन्ट के सामने पेश कर देना अदालत अपील में पेश करने के बराबर है।

(b) The Superintendent shall not detain the appeal of any convict even though it be apparently barred by limitation.

(491)—If a convict without friends, relatives or counsel to act for him elects to appeal, the Superintendent shall apply to the court concerned, for a copy of the judgment or order, appealed against.

(492)—When the copy of the judgment has been received, the date of its receipt shall be noted thereon, and the convict shall, if he is able to write, write his own petition of appeal; if not, the Superintendent shall cause his petition to be written by a jail officer and the convict's case shall, as far as possible, be recorded in his own words.

(495)—The Superintendent shall forward, the petition of appeal with the copy of the judgment or order to the appellate court. On the petition of appeal shall be noted, the following information :—

(a) the date on which the application for copy of the judgment was despatched.

(b) ... the copy of

(ب) بادي النظر ميں اپيل بيرون ميعاد ہونے کے باوجود صاحب سپرنٹنڈنٹ کو لازم ہی کہ اپيل کسي قيدي کي نہ روکين

(۴۹۱) اگر قيدي جسکا کوئي دوست - رشتہدار يا وکيل پيروي کرنے والا نہين ہی - اگر اپيل کرنا چاہے تو صاحب سپرنٹنڈنٹ کو لازم ہی کہ اوس تجويز يا حکم کي جسکے خلاف اپيل دائر کرنا ہی نقل حاصل کرنے کے واسطے عدالت متعلقہ کو سوال ارسال کرين

(۴۹۲) جب تجويز يا حکم کي نقل آجائے تو اوس پر تاريخ آمد درج کردي جاريگي اور اگر قيدي لکھنا جانتا ہی تو اپني اپيل خود لکھيگا اگر قيدي لکھنا نہين جانتا ہی تو لازم ہوگا کہ صاحب سپرنٹنڈنٹ اوسکي اپيل کسي اہلکار جيل سے لکھواديں اور جہان تک ممکن ہو قيدي کا بيان اوسي کے الفاظ مين لکھا جاويگا

(۴۹۵) صاحب سپرنٹنڈنٹ کو لازم ہی کہ اپيل - تجويز يا حکم کي نقل کے ساتھہ عدالت اپيل کو ارسال کرين موجبات اپيل پر امور مفصلہ ذيل کي يادداشت درج ہونا چاہئے

(الف) سوال نقل کي روانگي کي تاريخ

(ب) تاريخ آيد نقل تجويز

(ब) मियाद ख़तम हो जाने पर भी साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि किसी क़ैदी को अपील न रोकें।

(४९१)—अगर किसी क़ैदी का जिसका कोई दोस्त, रिश्तेदार या वकील पैरवी करने वाला नहीं है और अपील करना चाहता है तो साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि तजवीज़ की नक़ल जिसके ख़िलाफ़ अपील दायर करना है नक़ल पाने के लिये दरख़ास्त भेज दें।

(४९२)—जब तजवीज़ या हुक्म की नक़ल आजावे तो उसपर तारीख़ आमद दर्ज करा दो जावेगी अगर क़ैदी लिखना जानता है तो अपनी अपील ख़ुद लिखेगा अगर क़ैदी लिखना नहीं जानता तो साहब सुपरिन्टेन्डेन्ट अपील किसी जेल के अहलकार से लिखा देंगे और जहां तक मुमकिन हो क़ैदी का बयान उसी के लफ़्ज़ों में लिखा जावेगा।

(४९५)—दरख़ास्त अपील के साथ साहिब सुपरिन्टेन्डेन्ट को चाहिये कि नक़ल फ़ैसल को भी भेजे और दरख़ास्त पर नीचे लिखी बातें दर्ज होना चाहिये।

(अ) नक़ल की दरख़ास्त की तारीख़।

(ब) तारीख़ जिस दिन नक़ल आई।

(c) the date on which the convict presented the petition of appeal

(490)—If a relative or agent of the convict undertakes to make an appeal on his behalf the arrangement must be authorized by power of attorney, signed by the prisoner and attested by the Superintendent, or, in his absence by the Jailor or the Deputy Jailor For this service no fee shall be demanded or accepted

(489)—The date on which a convict decides to appeal or not to appeal and his decision shall be entered in the appropriate space in the history ticket In case he decides to appeal subsequent entries relating to the appeal and its result shall also be recorded therein and in the Appeal Register

(494)—The Superintendent shall inform every convict under sentence of death that if he wishes to appeal to the High Court, as the case may be, he must do so within seven days If he has elected to appeal, but the copy of the judgment has not been received the Superintendent shall, on the seventh day, after the date of sentence forward the petition of appeal to the Registrar of the High Court without waiting for the copy of the judgment. He shall note in the forward

(س) قیدی کے اوحدات اپیل پیش کرنے کی تاریخ

(۴۹۰) قیدی کا کوئی رشتہ دار یا کارندہ اگر اوسکی طرف سے اپیل دائر کرا چاہے تو اوسکے واسطے وکالت‌نامہ دستخطی قیدی کی ضرورت ہی جسپر صاحب سپرنٹنڈنٹ کی یا اوکی عدم موجودگی میں جیلر یا ڈپٹی جیلر کی تصدیق ہونا چاہئے - وکالت‌نامہ کی تعمیل کے واسطے کوئی فیس طلب نہ کیجاویگی نہ لیجاویگی

(۴۸۹) قیدی کے ہسٹری ٹکٹ میں جائے مقررہ میں وہ تاریخ جسروز اوس نے اپیل دائر کرنے یا نہ دائر کرنے کا فیصلہ کیا معہ تشریح فیصلہ درج ہونا چاہئے - اگر اوسنے اپیل دائر کرنے کا فیصلہ کیا ہی تو اوسکے بعد کی کاروائی متعلقہ اپیل معہ نتیجہ آخری کے اندراج ٹکٹ اور اپیل رجسٹر میں کئے جائینگے

(۴۹۴) صاحب سپرنٹنڈنٹ کو لازم ہی کہ جس قیدی پر حکم سزائے موت صادر ہوا ہو اوسکو مطلع کردیں کہ اگر وہ عدالت عالیہ میں اپیل دائر کرنا چاہتا ہی تو اوسکو اندر میعاد سات یوم کے دائر کرے اگر قیدی نے اپیل دائر کرنے کا فیصلہ کیا ہی مگر نقل تحریر موصول نہیں ہوئی ہی تو لازم ہی کہ صاحب سپرنٹنڈنٹ تاریخ حکم سزا سے ساتویں روز بلا انتظار آمد نقل تحریر صاحب رجسٹرار عدالت ہائی کورٹ کی خدمت میں جیسی کہ صورت ہو عرضداشت اپیل ارسال کردیں

(स) तारीख जिस दिन कैदी ने दरखास्त अपील की पेश की।

(४९०)—कैदी का कोई रिश्तेदार या कारिन्दा अगर उसकी तरफ़ से अपील दायर करना चाहे तो उसके वास्ते वकालत नामा पर दस्तख़त कैदी की ज़रूरत है जिसपर साहिब सुपरिन्टेन्डेन्ट की या उनकी अदम मौजूदगी में जेलर या डिपटी जेलर की तसदीक होना चाहिये वकालत नामा के तामील के लिये कोई फीस नहीं ली जायगी।

(४८९—कैदी के हिस्टरी टिकट और अपील रजिस्टर में खाना जो इसके लिये मुकर्रर है यह बात जब वह अपील करना या न करने की कहे लिख देना चाहिये अगर उसने अपील करने का फ़ैसला किया है तो अपील का फ़ैसला दर्ज कर देना चाहिये।

(४९४)—जिस कैदी को फांसी का हुक्म दिया गया हो तो साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि उसको इत्तिला दे दें कि अगर वह अपील दायर करना चाहता है तो सात दिन में दायर करे। अगर कैदी ने अपील दायर करने का फ़ैसला किया है और नकल तजवीज़ नहीं आई है तो साहिब सुपरिन्टेन्डेन्ट को लाज़िम है कि तारीख सज़ा के सातवें दिन बिला इन्तज़ार नकल तजवीज़ अपील हाईकोर्ट में जैसी कि सूरत हो अपील की दरख्वास्त भेज दें और उसी चिट्ठी में

ing docket that a copy of the judgment has been applied for but has not been received in time.

(497)—When the notice of the date of hearing has been received, the Superintendent shall communicate the date to the convict who shall affix his left thumb-impression or signature on the notice, which will then be attested by the Superintendent and returned to the court or office from which it was received. Notices issued by the High Court shall, after service, be returned to the court direct, and the court or office through which notices were received, shall be informed of the service and direct return of the notices.

(498)—When the order on an appeal has been received, the Superintendent shall himself communicate its purport to the convict concerned, and shall enter on the order a certificate to the effect that it has been so communicated. The copy of the appellate court's order and other connected papers shall be filed with the convict's warrant. In cases where, an amended warrant is not received with the copy of the order, the Superintendent shall make a report to the court by which such amended warrant is required to be issued.

(499)—Whenever a convict has been ... before the

اور اوسي چٹھي مين جسکے همراه اپيل روانه هو بة تحرير كردين كه نقل تجويز كے واسطے سوال ديا گيا تها مگر وه اندر ميعاد موصول نهين هوئي

(۴۹۷) اطلاعنامه تاريخ سماعت اپيل موصول هونے پر صاحب سپرنٹنڈنٹ كو لازم هي كه قيدي كو تاريخ كي اطلاع دين - قيدي اپنے دستخط يا بائين هاتهه كے انگوٹهے كا نشان اطلاعنامه پر ثبت كريگا جسكي تصديق صاحب سپرنٹنڈنٹ كرينگے اور اطلاعنامه عدالت يا دفتر فرستنده كو واپس كرديا جائيگا - جو نوٹس عدالت عاليه هائي كورٹ سے جاري هوئے هين براه راست اون عدالتون كو واپس ارسال هونگے اور نوٹس كي تعميل اور واپسي كي اطلاع اوس عدالت يا دفتر كو جسكي معرفت وه موصول هوئے ديديجاويگي

(۴۹۸) حكم نتيجه اپيل موصول هونے پر صاحب سپرنٹنڈنٹ كو لازم هوگا كه قيدي كو تفصيل حكم سے خود مطلع كرين اور حكمنامه پر تصديق درج كرين كه قيدي كو حكم سنا ديا گيا - عدالت اپيل كے حكم كي نقل اور ديگر كاغذات متعلقه قيدي وارنٹ مين شامل كئے جائينگے - اور وارنٹ ترميمي همراه حكم موصول نهين هوا تو صاحب سپرنٹنڈنٹ كو لازم هوگا كه جس عدالت سے وارنٹ ترميمي اجرا هونا چاهئے اوس عدالت كو رپورٹ ارسال كرين

(۴۹۹) اگر نقل تجويز يا حكم نتيجه اپيل كي آمد سے پيشتر قيدي دوسرے قيدخانه كو منتقل

जिसके साथ अपील भेजी गई है यह लिख दें कि नक़ल की दरख़ास्त दिया गया था मगर वह अन्दर मियाद नहीं आई।

(४९७)—तारीख़ अपील की मुक़र्रर होने की इत्तिला साहिब सुपीरिन्टेन्डेन्ट क़ैदी को ज़रूर दें क़ैदी अपने दस्तख़त या बायें हाथ के अंगूठे का निशान इत्तिलानामे पर करेगा जिसकी तसदीक़ साहिब सुपीरिन्टेन्डेन्ट करेंगे और इत्तिलानामा अदालत या दफ़्तर में भेजने वाले को वापिस कर दिया जायगा जो इत्तिलानामा हाईकोर्ट से जारी हुई है वह सीधे उन आदलतों को वापस होंगे और उसकी इत्तिला उस दफ़्तर या अदालत को दी जावेगी जिसके मारफ़त वह आया था।

(४९८)—अपील का नतीजा आजाने पर साहिब सुपीरिन्टेन्डेन्ट को लाज़िम है कि क़ैदी को नतीजे से खुद इत्तिला दें और हुक्मनामे पर तसदीक लिखें कि हुक्म क़ैदी को सुना दिया गया और अदालत अपील का नक़ल और दूसरे क़ागज क़ैदी के बारे में वारन्ट के साथ नत्थी होंगे और वारन्ट तरमीमी हुक्म के साथ नहीं आया है तो सुपीरिन्टेन्डेन्ट को लाज़िम है कि जिस अदालत से वारन्ट तरमीमी जारी होना चाहिये उस अदालत को रिपोर्ट भेजे।

(४९९)—अगर अपील का नतीजा या तजवीज़ की नक़ल के आने के पहिले क़ैदी किसी दूसरे क़ैदख़ाने

receipt of the copy of the judgment or order on his appeal, the copy of the judgment or order, as the case may be, shall, on receipt, be forwarded without delay to the Superintendent of the Prison in which the prisoner is confined, and an acknowledgment obtained.

(500)—The provisions laid down in this chapter shall, as far as may be, apply to petitions for revision of sentences under Chapter XXXII of the Code of Criminal Procedure, 1898.

ھوگیا ھی تو نقل تحریر یا حکم نتیجہ اپیل جیسی کہ صورت ھو برطبق وصول بلا التوا اوس جیل کے صاحب سپرنٹنڈنٹ کی حدمت مین روانہ کردي جائنگی - جہاں وہ قیدی مقید ھی - اور رسید حاصل کرلیجائیگی

(۵۰۰) قواعد جو اس باب مین منضبط ھوئی ھین درخواستہائی ثانی زیر احکام باب ۳۲ ضابطہ فوجداري سنہ ۱۸۹۸ع پر جہاں تک ھوسکی عاید ھونگی "

की चला गया है तो नक़ल तजवीज़ या हुक्म नतीजा अपील जैसी सूरत हो उस जेल के सुपरिन्टेन्डेन्ट की ख़िदमत में भेज दी जायगी जहां वह क़ैदी भेजा गया है और रसीद हासिल की जायगी।

(५००)—क़ायदे जो इस बाब में दर्ज हैं दरख़ास्तें दूसरी बमूजिब क़ायदा बाब ३२ ज़ाबता फ़ौजदारी १८९८ पर जहां तक हो सके आयिद होंगे।

Jail Manual Form No. 17.

NOMINAL ROLL OF CONVICTS WHO HAVE COMPLETED FOURTEEN YEARS IN JAIL INCLUDING/EXCLUDING REMISSIONS.

Admission Register number.	Class (as per paragraph 166 Jail Manual).	Name.	Caste.	Present age.	Residence.			Sentencing Officer.	Date of sentence.	Term of sentence.	Crime, *i.e.*, section of I. P. C.	Period of sentence expired.				Date of expiry of sentence.	Result of appeal.	Conduct in Jail.	Present state of health.	Recommendation of the Revising Board and orders of Government with number and date (if any).	Remarks.
					Village.	Police Station.	District.					Actual time passed in Jail.	Remissions earned under Good Conduct Rules.	Other remissions (specify).	Total.						

Checked with warrants and records of remission and found correct.

*Dated*________________*Jail*,

*The*________________193 .

Jailor. *Superintendent.*

No.—————*date*—————*193* .

Forwarded to the Inspector General of Prisons, Ajmer-Merwara, Ajmer under paragraph 119 (*a*) of the Jail Manual.

2. An acknowledgment is requested.

Superintendent,

————————*Jail,*

NOTE —The District Magistrate will state whether he has any objection to the release of the Convict If he objects to his immediate release he will suggest the total period of imprisonment inclusive of remissions which he considers that the prisoner should serve He will in any case record a brief account of the circumstances of the crime or crimes for which the convict was sentenced and will return the roll to the Inspector General of Prisons, Ajmer Merwara for submission to the Government If the convict was convicted outside the district of his residence the District Magistrate will consult the District Magistrate of the district of conviction

No.—————*date*—————*193* .

Returned to the Inspector-General of Prisons, Ajmer-Merwara, Ajmer, with the following remarks.

2. An acknowledgment is requested.

District

JailManual Form No. 18.

CLASS CASUAL OR HABITUAL.

Statement of convict recommended for release on account of bodily infirmity.

(To be submitted in duplicate.)

*Name of Jail*________________

1. Name________________Father's Name________________
2. Sex________________
3. Present Age________________
4. Caste and Profession________________Residence________________
5. Crime section________________Code________________
6. Term of sentence________with fine if any________realized or not________
7. Date of sentence________________
8. Sentencing authority________________
9. Unexpired period________________
10. Weight on admission________lbs. present weight________lbs.
11. Disease________________
12. History of the case________________

Certified that :—

(a) the disease is likely to prove fatal if the convict remains in prison,

(b) there is reasonable chance of recovery if the convict be released,

(c) the disease has not been produced or aggravated by any wilful act on the part of the convict.

Office in Medical Charge of Jail.

No.________________

Dated________________193 .

Forwarded to the Inspector General of Prisons, Ajmer-Merwara, Ajmer, for necessary action.

2. Release recommended.

3. The convict is willing to be released, has a home to go to and either relations or friends who will look after him.

Superintendent.

Jail Form No 19

RELEASE CERTIFICATE

______________ *Jail* ______________

Date of Release ______________

Admission Register No ______________

Name ______________

Father's name ______________

Caste ______________

Residence ______________

Road expenses . . . . Re as p

Cash Deposit . . . . . . Re as p.

Details of jewellery, etc, returned (if any) . . .

Jailor. *Superintendent*

Aj. F. No.
Jail Manual Form No. 20.

TRANSFER ROLL OF CONVICTS.

Register No.	Name of prisoner.	Parentage.	Caste.	Residence of prisoner.	Crime.	Sentence.	Date of sentence.	Date of release.	Jail to which the prisoner is to be transferred.	Remarks.
1	2	3	4	5	6	7	8	9	10	11

NOTE.—When transfer is recommended on account of overcrowding Form 21 (memo. of population) should accompany this form.

AJMER JAIL OFFICE,
Dated 19 .

Jailor.

Superintendent.

C. J. A. 22.

Jail Manual Form No. 21

MEMO OF POPULATION TO ACCOMPANY TRANSFER ROLL OF CONVICTS WHEN TRANSFER IS RECOMMENDED ON ACCOUNT OF OVERCROWDING.

Actual population on ______	Convicts		Undertrial Prisoners		Sick in Hospital.		Total.	Remarks.
	Male	Female	Magistrate	Sessions	Undertrials			
Capacity								

______ JAIL }
The ______ 19 . }

Jailor.

Superintendent.

ail Manual Form No. 22.

NOMINAL AND DESCRIPTIVE ROLL OF PRISONERS TRANSFERRED.

*From*____________________*Jail to*____________________*Jail*

*on*____________________*19*

Serial No.	Register number.	Name of prisoner, father's name and caste.	Age.	Crime section.	Date of sentence.	Term of sentence.	Character of the prisoner and reasons for transfer.	Descriptive marks.	Details of private clothing and valuables, etc.

Jailor.

Jail Manual Form No 23

LIST OF GOVERNMENT PROPERTY SENT WITH PRISONERS TRANSFERRED.

*From*____________________*Jail to*____________________

(Two lists should be sent one will be returned to the transmitting jail duly completed.)

Name of articles	Number sent on———	Number returned on———	Remarks explaining shortage
Blankets			
Blanket Coats			
Dasuti Coats			
Dasuti Janghias			
Dasuti Caps			
Dasuti Langotas			
Tikoni			
Towel			
Lenhgas			
Kurtees			
Chadars			
Fetters			
Leather Gaiters			

N B.—All articles should be returned within a week of the receipt of convicts

Jailor of transmitting jail.

Jailor of returning jail.

Jail Manual Form No. 24.

REMISSION CARD.

Number.	Class.

Name of convict——

Sentence——

Date of sentence——

Transferred to ——— Jail } on——

	Initials of——	
	Jailor.	Supdt.
Original date of release——		
Check date——		
Final date of release——		

Received from——Jail.

NOTE.—1. These cards should be arranged in series according to registered numbers.

2. This card is never to pass into the hands of a convict. The receptacle in which it is kept must be securely locked.

Remission earned in that Jail. } days

REMISSION ACCOUNT IN DAYS.

	Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.		Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.		Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.
Year 19 .							Year 19 .							Year 19 .						
Qrs.							Qrs.							Qrs.						
1st .							1st .							1st .						
2nd .							2nd .							2nd .						
3rd .							3rd .							3rd .						
4th .							4th .							4th .						
Year 19 .							Year 19 .							Year 19 .						
Qrs.							Qrs.							Qrs.						
1st .							1st .							1st .						
2nd .							2nd .							2nd .						
3rd .							3rd .							3rd .						
4th .							4th .							4th .						
Year 19 .							Year 19 .							Year 19 .						
Qrs.							Qrs.							Qrs.						
1st .							1st .							1st .						
2nd .							2nd .							2nd .						
3rd .							3rd .							3rd .						
4th .							4th .							4th .						

Space for special remarks.

To be filled up on release

Original date of Release } ——

Remission deducted } ——

Actual date of release } ——

I certify that this statement of remission is correct.

Jailor.

——Jail.

Dated——193 .

Remission cards should be retained in the office of a Jail for a period of one year after the release or transfer of the convict to whom they relate.

जेल मैनुअल फारम नम्बर २५ (क)।

खुलासा कायदा रमीशन।

(१) कैदियों के लिये मामूली रमीशन।

(क) नेक चलनी और जेल के कायदों की सख्ती से पाबन्दी करने के लिये हर महीने में २ दिन

(ख) मशक्कत के लिये और अपना काम पूरा करने के लिये ,, २ ,,

कुल ४ दिन

(फिकरा ५६८ जेल मैनुअल)

(२) कैदी अफसरों के लिये।

कैदी पहरेदार	...	...	हर महीने में ५ दिन
कैदी नम्बरदार	...	...	,, ६ दिन
कैदी बरकन्दाज	...	...	,, ८ दिन

(जेल मैनुअल बाब ५६९)

(३) ऐसे कैदियों के लिये जिनको इतवार या तातील में काम करना पड़ता है जैसे खाना पकाने वाला और भंगी उनको हर तीसरे महीने में २ दिन अलावा दूसरे रमीशन के मिलेगा।

جیل مینول فارم نمبر ۲۵ (الف)

خلاصہ قواعد رمیشن

(۱) — قیدیوں کے واسطے معمولی رمیشن -

رمیشن

(الف) نیک چلنی اور جیل کے قواعد کی سختی سے پابندی کرنے کے واسطے ہر ماہ میں . . . . ۲ دن

(ب) مشقت کے واسطے اور اپنا کام روزانہ پورا کرنے کے واسطے ہر ماہ میں . . . . . ۲ دن

میزان ہر ماہ میں ۴ دن

(فقرہ ۵۹۸ جیل مینول) —

(۲) — قیدی افسران کے واسطے رمیشن -

قیدی پہریدار کو . . .	ہر ماہ میں .	۵ دن
قیدی نمبردار کو	ایضاً .	۶ دن
قیدی برقندار کو	ایضاً .	۸ دن

(فقرہ ۵۹۹ جیل مینول)

(۳) — ایسے قیدیوں کے جنکو اتوار یا تعطیلوں میں کام کرنا پڑتا ہے جیسے کھانا پکانے والے اور بھنگی ہر سہ ماہی ۲ دن علاوہ دوسرے رمیشن کے

(क़ायदा ५७१ जेल मैनुवल)

(४) हर क़ैदी को जिसने एक साल तक जेल में दाख़िल होने के बाद महीने की पहिली तारीख़ से या उस तारीख़ से जब कि आख़िर मरतबा उसने जेल के जुर्म करने में सज़ा पाई हो कोई जुर्म जेल का न किया हो अलावा दूसरे क़िसम के रमीशन के हर साल में १५ दिन नेक चलनी का रमीशन मिलेगा।

(नोट) इस क़ायदे की पाबन्दी के लिये अगर जेल के किसी जुर्म में क़ैदी को सज़ा दी गई हो तो वह सज़ा में नहीं गिनी जायगी।

(क़ायदा ५७२ जेल मैनुवल)

(५) किसी क़ैदी को उस महीने में मामूली रमीशन नहीं मिलेगा जिसमें वह रिहा होगा।

(क़ायदा ५७६ जेल मैनुवल)

क़ायदा इसपेसल रमीशन।

(६) हर क़ैदी चाहे वह मामूली रमीशन का हक़दार हो या न हो इसपेसल रमीशन नीचे लिखे ख़िदमत देने पर मिल सकता है।

(१) जेल के क़ायदे के या अदब के ख़िलाफ़ करने वाले को रोकने या गिरफ़्तार करने में मदद देने पर।

(فقرہ ٥٧١ جيل مينول) —

(۴) هر ايك قيدي كو جس نے ايك سال تك جيل ميں داخل هونے كے بعد كے مهينه كي پہلي تاريخ سے يا اوس تاريخ سے جب كه آخر مرتبه اوس نے جيل كے جرم كرنے ميں سزا پائي هو - كوئي جرم جيل كا نه كيا هو علاوہ دوسرے قسم كے رميشن كے - هر سال ميں پندرہ دن نيك چلني كا ريميشن ملیگا -

(نوٹ) اس قاعدہ كي پابندي كے لئے اگر جيل كے كسي جرم ميں كسي قيدي كو تنبيه كي سزا دي گئي هو تو وہ سزا ميں شمار نہيں كيجاويگي -

(فقرہ ٥٧٢ جيل مينول)

(٥) — كسي قيدي كو اوس مهينه ميں معمولي رميشن نہيں مليگا جسميں وہ رهائي پائيگا -

(فقرہ ٥٧٦ جيل مينول)

قواعد اسپيشل ريميشن

(٦) هر قيدي خواہ وہ معمولي رميشن كا حقدار هو نهو اسپيشل ريميشن حسب ذيل خاص خدمت كي انجام دهي ميں مل سكتا هی مثلاً

(١) قواعد جيل يا ادب كے خلاف ورزي كرنے والے كے گرفت كرنے يا روكنے ميں مدد دينا

(२) किसी दस्तकारी के तालीम देने में कामयाबी हासिल करना।

(३) ख़ास ख़ूबी या बेहतर तरक्की किसी अच्छे काम में दिखलाना।

(४) किसी अफ़सर जेल को हमले से बचाना।

(५) किसी बलवे या आग लगने के वक्त या ऐसी ही खास ज़रूरत के वक्त किसी अफ़सर जेल की मदद करना।

(६) कपड़े के इस्तेमाल में किफ़ायत करना।

(क़ायदा ५०० जेल मैनुअल)

(७) इस्पेशल रेमीशन।

(अ) सुपरिन्टेन्डेन्ट साहब जेल दे सकते हैं जो एक साल में ३० दिन से ज़्यादा न होगा।

(ब) इन्सपेक्टर जनरल साहब बहादुर या लोकल गवर्नमेंट से मिल सकता है जो कि एक साल में ६० दिन से ज़्यादा न होगा।

तशरीह—इस क़ायदे के मुताबिक एक साल क़ैद की तारीख सज़ायाबी से शुमार होगा और एक साल का कोई हिस्सा भी पूरा एक साल शुमार किया जावेगा।

(क़ायदा ५०८ जेल मैनुअल)

(۲) کسی دستکاری کے تعلیم دینے میں کامیابی حاصل کرنا

(۳) خاص خوبی یا بہتر ترقی کسی عمدہ کام میں دکھلانا

(۴) کسی افسر جیل کو حملہ سے بچانا

(۵) کسی بلوہ کے وقت یا اگ لگنے کے وقت یا ایسی ہی خاص ضرورت کے وقت کسی افسر جیل کی امداد کرنا

(۶) کپڑہ کے استعمال کرنے میں کفایت دکھلانا

(فقرہ ۸۷۷ جیل مینول)

(۷) — اسپیشل ریمیشن

(الف) سپرنٹنڈنٹ صاحب جیل دے سکتے ہیں جو کہ ایک سال میں ۳۰ دن سے زیادہ نہ ہوگا

(ب) انسپکٹر جنرل صاحب بہادر یا لوکل گورمنٹ سے مل سکتا ہی جو کہ ایک سال میں ۶۰ دن سے زیادہ نہ ہوگا

(تشریح) اس قاعدہ کے بموجب ایک سال قیدی کے تاریخ سزایابی سے شمار ہوگا اور ایک سال کا کوئی حصہ بھی پورا ایک سال شمار کیا جاویگا

(فقرہ ۵۷۸ جیل مینول) —

Jail Manual Form No. 26.

NOMINAL ROLL OF CONVICTS NOMINATED AS CONVICT OFFICERS IN THE ——— JAIL AT ———

NOTE.—Convicts imprisoned under the U. P. Excise Act or for escape (Sec. 224, I. P. C.) attempt to escape, offences relating to coin or Government stamps (Sections 231 to 233A, I. P. C.) poisoning (Sec. 328, I. P. C.) unnatural offence (Sec. 377, I. P. C.) and forgery (Sec. 463, 464, 466 to 477A, 489A, 489B, 489C and 489D, I. P. C. shall not be appointed Convict Officers (Paragraph 591 Jail Manual).

1	2	3	4	5	6	7	8			9	10			11	12	13
Serial No.	Admission register number.	Name.	Caste.	Present age.	Residence.	Crime section.	Sentence.			Date of sentence.	Portion of sentence expired including remission earned.			Office to which nominated.	Date of appointment as C. N. W. or C. O. (to be given for nominees for Convict Overseer-ship & Convict Warder-ship).	Remarks.
							Y.	M.	D.		Y.	M.	D.			

Checked with warrants, classification slips, and remission cards and found correct. No. convict recommended in this rolls belongs to any of the classes whose promotion to convict officers grade is prohibited.

No. ——— 193 .

Dated ——— *the* ———

Forwarded to the Inspector-General of Prisons, Ajmer-Merwara, Ajmer for favour of special sanction.

Jailor.

Superintendent.

RULES FOR PRISONERS SENTENCED TO SIMPLE IMPRISONMENT.	سزائے محض کے قیدیوں کے لئے قواعد	कायदा महज सज़ा के कैदियों के लिये।
A copy of the rules in Chapter XIV of the Jail Manual shall be hung up in each barrack in which simple imprisonment convicts are confined.	جیل مینول کے باب چودہ کی نقل ہر اُس بارک میں جسمیں قید محض کا قیدی ہوگا لٹکائی جائیگی	जेल मैनुअल के दफ़ा १४ की नकल हर उस बारिक में जिसमें कद महज़ का कैदी होगा लटकाई जावेगी।
A convict sentenced to simple imprisonment :—	قیدی جو سزائے محض میں ہو :—	कैदी जो सज़ा महज़ में हो :—
(*a*) Shall be permitted to wear his own clothes ;	(الف) اسکو اپنے کپڑے پہننے کی اجازت دیجاویگی	(अ) उसको अपने कपडे पहिनने की इजाज़त दी जावेगी।
(*b*) Shall not be allowed to purchase his own food ;	(ب) اسکو اپنے لئے کہانا خریدنے کی اجازت نہ دی جائیگی	(ब) उसको अपने लिये खाना खरीदने की इजाज़त न दी जावेगी।
(*c*) Shall not be shaved unless he desires it or under the orders of the Medical Officer on the grounds of health ;	(پ) اسکی حجامت نہ بنائی جائیگی جب تک وہ خود نہ خواہش کرے یا مڈیکل افسر کوئی ایسا حکم حفظان صحت کے نقطہ نظر سے نہ دیں	(प) उसकी हजामत न बनाई जायगी जब तक वह खुद न चाहे या मेडिकल अफसर कोई ऐसा हुकम तन्दुरुस्ती के ख्याल से न दें।
(*d*) Shall rise and retire to rest at *such hours as may be prescribed by the Superintendent of the Jail* ;	(ت) وہ صرف انہیں اوقات پر آرام کرسکتا ہی جو سپرنٹنڈنٹ صاحب مقرر فرماویں	(त) वह सिर्फ उन्हीं समयों पर आराम कर सकता है जो साहब सुपरिन्टेन्डेन्ट मुकर्रर करें।
(*e*) Shall clean his own cell, barrack *or yard* and keep his bedding and clothing in a clean and orderly condition : Provided that, he shall not be called upon to	(ٹ) وہ اپنی کوٹھری - بارک یا صحن خود صاف کریگا اور اپنا بستر و لباس صاف ستھرا اور ترتیب کے ساتھہ رکھیگا بشرطیکہ وہ	(थ) वह अपनी कोठरी बारिक या सहन खुद साफ करेगा और अपना बिस्तरा व कपडा साफ सुथरा और ठीक रखेगा। वह किसी ऐसे काम करने के लिये मजबूर न किया जायगा

perform duties of degrading or menial character unless he belongs to a class or community accustomed to perform such duties ;	كسي ايسے كام كے كرنے كے لئے مجبور نه كيا جاويگا جس سے اسكي حقارت هوتي هو تاوقتيكه وه ايسے كسي فرقه كا نه هو يا اس قسم كے كام كا عادي نه رها هو	जिससे उसको बेइज्ज़ती व छोटाई होती हो, उस समय तक कि वह किसी ऐसे फिरके का न हो या इस किसम के काम का आदी न रहा हो।
(f) Shall with the approval of the Superintendent be allowed to possess and use his own books in addition to those available from the prison library.	(ث) سپرنٹنڈنٹ صاحب كي منظوري سے وه علاوه ان كتابوں كے جو جيل خانه كے كتب خانه مين هون اپني كتاب بهي استعمال كرسكتا هي	(स) सुपीरेंटेन्डेंट साहब की मंजूरी से वह उन किताबों के अलावा जो जेलख़ाने के पुस्तकालय में हों अपनी किताब भी इस्तेमाल कर सकता है।
A simple imprisonment convict who has elected to labour :—	اگر ايسا قيدي مشقت كرنا پسند كرے تو :—	अगर ऐसा कैदी मुशक्कत करना पसन्द करे तो :—
(a) May be allowed to select the kind of labour on which he wishes to be employed ;	(الف) اوسكو ايسے كام كي انتخاب كي اجازت دي جاوے جسكو وه كرنا پسند كرے	(अ) उसको ऐसे काम करने की इजाज़त दी जावे जिसको वह करना चाहे।
(b) Shall receive the diet of a labouring convict if he performs a reasonable amount of work ;	(ب) اگر وه كافي كام كرتا هي تو خوراك مشقت كرنے والے قيديون كے مطابق دي جائيگي	(ब) अगर वह क़ाफ़ी काम करता है तो ख़ुराक मशक़्क़त करने वाले कैदियों के बराबर दी जावेगी।
(c) Shall be eligible to receive the benefits of the remission system ;	(پ) وه رهائي كے اصول (رميشن سسٹم) سے مستفيد هونے كا مستحق هوگا	(प) वह रिहाई के असूल (रमीसन सिस्टम) से फ़ायदा उठाने का हक़दार होगा।
(d) Shall be allowed to discontinue work if he so desires ;	(ت) اگر وه مشقت نهين كرنا چاهتا هي تو اسكو مشقت سے دست بردار هونے كا حق حاصل هي	(त) अगर वह मशक्कत नहीं करना चाहता है तो मशक्कत न करने का हक़ हासिल है।
(e) Shall not receive any remuneration for labour ;	(ٹ) اوسكو مشقت نه كرنے كي حالت مين كوئي معاوضه نه مليگا	(ट) उसको उस मशक्कत का कोई बदला नहीं मिलेगा।

(*f*) Shall not be required to wear jail clothing except when employed outside the jail	(ث) سواے ایسی حالت کے جبکہ وہ جیل خانہ سے باہر کام پر لگایا جاوے اسکو جیل کا کپڑا پہننا لازمی نہیں ہی	(स) सिवाय ऐसी हालत के जब कि वह जेलखाने से बाहर काम पर लगाया जाव उसको जल का कपडा पहिनना लाज़िम नहीं है।
(*g*) Shall not be allowed to read books during working hours,	(ج) اسکو اوقات مشقت میں کتاب پڑھنے کی اجازت نہ دی جائیگی	(ज) उसको मशक़्क़त के वक़्त (दरमियान) किताब पढ़ने की इजाज़त न दी जायगी।
(*h*) Shall not be punished for neglect of work or short work or refusing to work except by alteration of the diet from the labouring to the non-labouring scale,	(چ) کام میں غفلت کرنے کی کمی یا کام سے انکار کرنے پر اوسکو کوئی سزا نہ دی جائیگی سواے اسکے کہ اسکی خوراک بجاے مشقت والے قیدیوں کے غیر مشقت والوں کے مطابق کردی جائیگی	(च) काम में गफ़लत करने कम काम या काम से इनकार करने पर उसको कोई सज़ा न दी जायगी सिवाय इसके कि उसको खुराक बजाय मशक़्क़त वाले क़ैदियों के गैर मशक़्क़त वालों के बराबर करदी जायेगी।
(*i*) Shall be eligible for promotion to the convict officer grades if he elects to labour throughout the term of his imprisonment	(ح) وہ نمبردار بنائے جانے کا مستحق ہوگا اگر وہ پوری میعاد میں مشقت کرنے پر رضامند ہوگا	(छ) वह नम्बरदार बनाये जाने का मुस्तहक़ होगा अगर पूरी मियाद में मशक़्क़त करने पर राज़ी होगा।

Jail Manual Form No. 28.

NOMINAL ROLL WITH ADDRESS OF RELATIVES OF FEMALE CONVICTS.

(To be sent one month before date of release.)

Name of Female Convict.	Name of relatives.	Caste.	Residence.			Sentence with date of sentence.	Date of release and name of Jail from which the Female convict will be released.
			Village.	Pargana or Thana.	District.		

No.________________ Date________________

Forwarded to the District Magistrate of ________________ with the request that the convict's relative may be informed of the date of release and directed to be present at the main gate of ________________ Jail, on the said date to take charge of her.

2. An acknowledgment is requested.

Superintendent.

Jail Manual Form No 29

CONDEMNED PRISONER

From JAIL.

Register No — Crime

Name — Date of sentence

Caste — Sentencing authority

Residence

BRIEF HISTORY OF CRIME

Particulars of appeal, etc		Initials	Letters Interviews etc			Letters Interviews etc		
Copy of Judgment applied for on								
Copy received								
Appeal sent								
Date fixed for hearing appeal								
Result of appeal								
Petition for mercy submitted to the Hon'ble the Chief Commissioner and Governor General in Council								
Telegram to Government for result of petition								
Result								
Date of execution								

Jail Manual Form No. 30.

RULES FOR THE CARE AND GUARDING OF CONVICTS UNDER SENTENCE OF DEATH.

Para. 350 of the Jail Manual.

The guarding of condemned convicts shall be carried out by trustworthy permanent warders of different caste and different districts from those of the convicts. Every warder shall be on duty for two hours.

The guard over a number of condemned convicts in contiguous cells, not in, shall consist of four warders under one head warder for not more than three convicts.

The warder on duty over condemned convicts shall be armed with a baton and provided with a whistle and shall patrol up and down past the front of the cells so that each convict may be brought into view at short intarvals. The warder shall allow no person to go near or communicate with the convict except the superintendent, the medical officer, the jailor, the deputy jailor, the medical subordinate, the head warder on duty, visitors, jail officers on night rounds and the authorized menials of the jail under proper guard. He shall sound the alarm in all cases of emergency.

قاعدے واسطے حفاظت و نگراني ان قيديون کي جو زير سزائے موت هين (ضمن ۳۵۰ جيل مينول)

قيديان سزاے موت کي حفاظت جيل کے اندر والے وارڈر جو که مستقل اور قابل اطمينان و قيدي سے مخالف قوم و مختلف اضلاع کے هون وے کرينگے

نگراني والے وارڈرون کے اور جو ايک هيڈ وارڈر کے ماتحت هونگے بشرطيکه تين قيدي سے زياده نه هون

وارڈر جسکي نوکري ايسے قيديون پر هو معه ايک ڈنڈه کے مسلح اور اوسکے پاس ايک سيٹي هوگي اور وه کوٹهري کے سامنے قريب سے ايک سرے سے دوسرے سرے تک گشت لگائيگا تاکه جلد جلد هر ايک قيدي نظر کے سامنے آتا رهے وه کسي شخص کو قيدي کے نزديک نه آنے ديگا نه اوس سے بات کرنے ديگا علاوه سپرنٹنڈنٹ و ڈاکٹر و جيلر و ڈپٹي جيلر و هسپتال کے ماتحت ملازمان اور هيڈ وارڈر جسکي نوکري هو و وزيٹر و افسران جيل جو که رات کي گشت مين هين اور ادنى جيل کے اجازت شده ملازمون کو مگر واجب نگراني کے ساتهه - وه وقت ضرورت الارم کريگا

क़ायदे वास्ते हिफ़ाज़त निगहबानी उन क़ैदियों के जो ज़ेर सज़ा मौत के हैं (ज़िम्न ३५० जेल मेनुवल)

हिफ़ाज़त मौत के सज़ा पाये हुये क़ैदियान की जेल के अन्दर के क़ाबिल इतमीनान मुस्तक़िल व क़ैदी के मुख़लिफ़ मज़्हब व मुख़लिफ़ ज़िले के रहने वाले वारडरों से कराई जायगी हर एक वारडर की नौकरी तीन घन्टे के लिये होगी।

निगरानी ऐसे सज़ा पाये हुये क़ैदियों पर जोकि तीन से जयादा न हों चार वारडरों से कराया जावे जिन पर एक ही वारड होगा।

वारडर जिसकी नौकरी ऐसे सजा पाये हुये क़ैदी पर हो एक डन्डे से मुसल्लह होगा और उसके पास एक सीटी होगी और वह कोठरी के सामने क़रीब से एक सिरे से दूसरे सिरे तक गश्त लगायगा ताकि जल्द जल्द हर एक—क़ैदी नज़र के सामने आता रहे वह किसी शख़्स को क़ैदी के नज़दीक न आने देगा न उससे बात करने देगा अलावा सुपरिन्टेन्डेन्ट व डाक्टर व जेलर व डिप्टी जेलर व अस्पताल के मातहत मुलाज़िमान और हेड वारडर जिनकी नौकरी हो व वज़ीटर व अफ़सरान जेल जो कि रात के गश्त में हैं और अदना जेल के इजाज़त शुदा मुलाज़िमों मगर वाजिब निगरानी के साथ वह वक़्त ज़रूरत अलारम करेगा।

One or more sentries as required will be on duty throughout the day. Throughout the night the whole guard shall be present inside the jail. Each warder of the guard will be permitted *the use of his own bedding and* a charpoy when off duty during the night. The charpoys shall be removed during the day.

The key of the cell in which a condemned convict is confined shall be kept by the head warder on duty and the duplicate shall be stored in the key chest at the main gate. The head warder shall, in case of emergency, such as an attempt to commit suicide enter the cell and take necessary action.

The door of the cell in which a condemned convict is confined shall not ordinarily be *opened* unless the convict has been first handcuffed. This precaution need not be taken if three warders and a superior officer are present.

A condemned convict may be permitted to occupy the verandah in front of his cell for half an hour morning and evening but only one such convict at a time shall be allowed to do *so*. During this time handcuffs should be applied and remain on the *convict*.

ایک یا زیادہ سنتري جیسی که ضرورت هو دن میں محافظت کرینگے تمام رات پورا گارڈ جیل کے اندر موجود رهیگا گارڈ کے هر ایک وارڈر کو اجازت هوگی که وه اپنا بستره و ایک چارپائی جبکے اوسکی رات کی نوکري ختم هو استعمال کرے چارپائیاں دن کو هٹا دي جائینگی

اوس کوٹھري کی کنجي جسمیں که ایسا قیدي بند هو هیڈوارڈر جسکی نوکري هو اوسکے پاس رهیگي اور اوسکی دوسری کنجي بڑے پھاٹک کے کنجی رکھنے والے بکس میں رکھي جائیگی هیڈوارڈر ایسی ضروري حالت میں جبکه قیدي جان دینے کي کوشش کرتا هو کوٹھري کے اندر داخل هوگا اور وه ضروري کارروائی کریگا

تاوقتیکه سزاے موت کے قیدی کو هتکڑی نه لگائي جائے اسکی کوٹھري کا دروازه عام طور سے نه کھولا جائیگا اس احتیاط کی اوسوقت ضرورت نهیں هی جبکه تین وارڈران اور ایک افسر بالا موجود هوں

سزاے موت کے قیدی کو یه اجازت هوگی که وه اپنی کوٹھري کے سامنے کا برآمده آدھ گھنٹه صبح اور آدھ گھنٹه شام استعمال میں لاے لیکن صرف ایک هی قیدي ایک وقت میں ایسا کرسکتا هی ایسی حالت میں قیدي کو هتکڑي لگائي جائیگی اور وه معه هتکڑی کے رهیگا

एक या ज़ियादह संत्री जैसी कि ज़रूरत हो दिन में हिफ़ाज़त करेंगे तमाम रात पूरा गारद जेल के अन्दर मौजूद रहेगा गारद के हर एक वारडर को इजाज़त होगी कि वह अपना बिस्तर व एक चारपाई जब कि उसकी रात की नौकरी ख़तम हो इस्तेमाल करे चारपाइयां दिन को हटा दी जायगी।

उस कोठरी की कुंजी जिसमें कि ऐसा सज़ा पाया हुआ कैदी बन्द हो हेड वारडर जिसकी नौकरी हो उसके पास रहेगी और उसकी दूसरी कुंजी बड़े फाटक के कुंजी रखने वाले बक्स में रक्खी जायगी हेड वारडर ऐसी ज़रूरी हालत में जैसे कि जान देने की कोशिश करना कोठरी के अन्दर दाख़िल होगा और ज़रूरी कार्रवाई करेगा।

तावक़्तेकि कैदी को हथकड़ी न लगादी जाय सज़ा पाये हुए कैदी की कोठरी का दरवाज़ा आम तौर से न खोला जायगा इस एहतियात कि उस वक़्त ज़रूरत नहीं है जब तक कि तीन वारडरान और एक अफ़सर बाला मौजूद हो।

सज़ा पाये हुए कैदी को यह इजाज़त होगी कि वह अपनी कोठरी के सामने का बरामदा आध घन्टा सुबह और आध घंटा शाम इस्तेमाल में लावें लेकिन सिर्फ़ एक ही कैदी एक वक़्त में ऐसा कर सकता है ऐसे वक़्त में कैदी को हथकड़ी पहना दी जायगी और मौजूद रहेगी।

A convict sweeper or any other jail servant permitted to enter the cell of a condemned convict shall be carefully searched and kept under close observation by the head warder on duty.

ایک قیدي بھنگي یا کوئي دوسرا ملازم جیل جسکو کہ سزاے موت کے قیدي کي کوٹھري مین جانے کي اجازت ھو اسکي اچھي طرح سے تلاشي لے لي جائیگي اور ھیڈوارڈر جسکي نوکري ھو وہ اوسکي اچھي طرح نگراني کرتا رھیگا

एक मुलाज़िम भंगी या कोई दूसरा मुलाज़िम जेल जिसको कि मौत के सज़ा पाये हुये कैदी की कोठरी में जाने की इजाज़त हो उसकी अच्छी तरह पहले तलाशी ले ली जायगी और हेड वारडर जिस को कि नौकरी हो उसकी अच्छी तरह निगरानी करता रहेगा।

A lantern shall be kept burning from sunset to sunrise in front of the grated door of every cell and shall be so placed as to throw a good light on the condemned convict.

ایک لالٹین شام سے صبح تک ھر ایک کوٹھري کے دروازہ کے جنگلہ کے سامنے جلتي رھیگي اور ایسے رکھي جائیگي کہ اوسکي روشني اس قیدي پر پڑے

एक लालटेन शाम से सुबह तक हर एक कोठरी के दरवाजे के जंगले के सामने जलती रहेगी और इस तरह रक्खी जायगी कि काफ़ी रौशनी सज़ा पाये हुये कैदी पर पड़े।

The head warder on duty shall visit the cell occupied by a condemned convict on his rounds and at uncertain hours during the day and night and satisfy himself that the sentry is on the alert, the convict present, the cell secure and the lantern burning brightly. He shall forthwith report to the jailor any neglect on the part of the sentry or unusual or suspicious conduct of the convict.

ھیڈوارڈر جسکي نوکري ھو وہ گشت کریگا اوس کوٹھري کا جسمین کہ سزاے موت کا قیدي رھتا ھو گشت کي حالت مین بھي اور وقتاً فوقتاً دن و رات مین بھي دیکھیگا اور اطمینان کریگا کہ سنتري ھوشیاري سے ھی اور قیدي کوٹھري مین حفاظت سے موجود ھی یا نہین اور لالٹین اچھي طرح جل رھي ھی اگر سنتري کي کسي قسم کي فرو گذاشت ھو یا غیر معمولي و مشتبہ حالت کسي کي ھو وہ رپورٹ فوراً جیلر کو کریگا

हेड वारडर जिसकी कि नौकरी हो गश्त करेगा उस कोठरी का जिसमें कि मौत का सज़ा पाया हुआ कैदी रहता हो गश्त की हालत में भी और अचंभे में भी रात और दिन में और देखेगा और इतमीनान करेगा कि संत्री होशियार है मुलज़िम मौजूद है कोठरी हिफ़ाज़त से है और लालटेन अच्छी तरह जल रही है संत्री की किसी किस्म की फ़रोगुज़াश्त या ग़ैर मामूल या मुश्तबहा हालत कैदी का रिपोर्ट वह फ़ौरन जेलर को करेगा।

The jailor or deputy jailor shall morning and evening carefully search the convict and examine his cell and satisfy himself that the convict has in his possession no forbidden articles and that his cell is sound and secure, and

جیلر یا ڈپٹي جیلر صبح و شام قیدي کي تلاشي اچھي طرح سے لیگا اور اوسکي کوٹھري کو دیکھیگا اور اطمینان کریگا کہ قیدي کے پاس کوئي ممنوع شئ تو نہین ھی اور نیز اوسکي کوٹھري

जेलर या डिपटी जेलर सुबह वा शाम मुलज़िम की तालाशी अच्छी तरह से लेगा और उसकी कोठरी को देखेगा और इतमीनान करेगा कि कैदी के पास कोई मना की हुई चीज़ तो नहीं है और यह कि उसकी

shall examine the convict's food, and be present when it is issued, reporting in his daily report book that he has carried out these duties

The rules in the preceding paragraphs apply also to female convicts under sentence of death subject to the reservation that the duty of guarding and searching shall be performed by female warders and that a female convict shall not be handcuffed except when this is absolutely necessary for the safety of the convict

Every jail officer on night rounds shall visit the cells for condemned convicts and satisfy himself that the sentry is on alert, the convict is present and the lantern is burning brightly

Condemned convicts shall not be fettered except when in transit from jail to jail or when for lack of accommodation they are confined in cells not meant for the confinement of such prisoners.

مضبوط اور محفوظ ھی کہ جس اور وہ قیدیوں کے کھانے کو بھی ملاحظہ کریگا جب کہ کھانا دیا جاوے اوسوقت موجود رھیگا اور اپنی روزانہ کی رپورٹ کی کتاب میں دکھائیگا کہ اوس نے ان فرائض کو بخوبی انجام دیا

اوپر دئے ہوئے قاعدونکا اطلاق یا عمل عورت قیدی پر جسکو سزائے موت دی گئی ہو صرف اسقدر فرق سے ہوگا کہ اوسکی حفاظت اور تلاشی عورت وارڈروں سے کرائی جائیگی اور یہ کہ عورت قیدی کو ہتکڑی نہ لگائی جائیگی صرف اوس حالت میں جب کہ مجرمہ کی حفاظت کیلئے نہایت ضروری ہو

ہر ایک افسر جیل جو کہ رات کو گشت میں ہو وہ پھانسی سزائے موت کی کوٹھری کو دیکھیگا اور اپنا اطمینان کریگا کہ سنتری ٹھیک نگرانی کرتا ہی اور قیدی موجود ھی اور لالٹین تیز جل رہی ہے

ان قیدیوں کو بیڑیاں نہ ڈالی جائینگی الا ایک جیل سے دوسری جیل کی جانیکی حالت میں یا جبکہ جگہہ کی کمی کی وجہ سے وہ ایسی کوٹھریوں میں بند کئے جاویں جو ان قیدیوں کے لئے نہ ہوں

कोठरी मजबूत और महफूज़ है कैदियों के खाने का मुलाहिज़ा करेगा और जब कि खाना दिया जाये उस वक्त मौजूद रहेगा और अपनी रोजाना की रिपोर्ट की किताब में दिखलायगा कि उसने इन फ़राइज़ को अदा किया।

ऊपर दिये हुए कायदों का इतलाक या अमल औरत मुलज़िमा जिसको सजा मौत दी गई हो सिर्फ़ इस कदर फ़र्क से होगा कि हिफ़ाज़त और तलाशी औरत वारडरों से कराई जायगी और यह कि औरत मुलज़िमा को हथकड़ी न लगाई जायगी सिर्फ़ उस हालत में जब कि मुलज़िमा की हिफ़ाज़त के लिये निहायत जरूरी है।

हर एक अफ़सर जेल जो कि रात की गश्त में हो वह मौत की सज़ा पाये हुये मुलज़िमान की कोठरी को देखेगा और अपना इतमीनान करेगा कि सन्तरी पहरे पर है और मुलज़िम मौजूद है और लालटेन तेज जल रही है।

सज़ा पाये हुये कैदियों को बेड़ियां न दी जायगी अथवा एक जेल से दूसरी जेल में जाने की हालत में या जब कि जगह की कमी की वजह से वह ऐसी कोठरी में बन्द किये जाय जो ऐसे कैदियों के लिये न हों।

Jail Form No. 31.

UNDER-TRIAL PRISONER'S TICKETS.

Name		Register No.
Village	Thana	Zilla
Charged with (crime)		Section
Caste	Age	Law
Health on admission (whether protected against small-pox, etc.)		Weight

Authority issuing order of remand.	Previous conviction, if any.

Dates fixed for appearance.	Court before which to appear.	Dates fixed for appearance.	Court before which to appear.
1.		15.	
2.		16.	
3.		17.	
4.		18.	
5.		19.	
6.		20.	
7.		21.	
8.		22.	
9.		23.	
10.		24.	
11.		25.	
12.		26.	
13.		27.	
14.		28.	

Dates	ENTRIES	Entering Officer

Interviews	

Jail Clothing	Cup	Tasla	B Coat	Blanket	Bedding	Langot	Coat	Cap	Janghia
[illegible]									
[illegible]									

[illegible]	
[illegible]	
[illegible]	

Jail Form No. 32.

RULES FOR DIET AND OTHER PRIVILEGES OF UNDER-TRIAL PRISONERS.

Every under-trial prisoner shall, on admission to jail:—

(a) be required to wash himself and his clothing thoroughly;

(b) be supplied with a cup, plate and bedding, if necessary; if the prisoner is destitute or has insufficient clothes, the Superintendent shall issue from the jail store such clothes as may be necessary;

(c) be provided with an "Under-trial's ticket" in the prescribed form.

Every under-trial prisoner shall be permitted to purchase or receive from private sources food, clothing, bedding or other necessaries subject to the following restrictions:

(a) Such articles shall be examined by the jailor before being introduced into the jail.

(b) Tobacco, spirituous liquors and intoxicating drugs are prohibited, unless prescribed by the

جیل مینول فارم نمبر ۳۲

قواعد براے ملزمان زیر حراست - غذا ر دیگر رعایتون کے متعلق

هر حوالاتي جيلخانه مين داخل هونے پر:—

(الف) غسل کریگا اور اپنے کپڑے پورے طور سے دھوئیگا

(ب) ایک پیاله - پلیت اور بستر اگر ضرورت هوگي تو پائیگا اگر ایسے قیدي کے پاس ناکافي لباس وغیرہ هو تو سپرنٹنڈنٹ صاحب جیلخانه سے ایسے کپڑے عطا فرمائیںگے جو آسکے لئے ضروري هو

(پ) منظور شدہ فارم پر جو حوالاتي ٹکٹ هین وہ اونکو دیا جائیگا

(ت) هر حوالاتي کو مندرجه ذیل امور کي پابندي کرتے هوئے اجازت هی که وہ کھانے کي چیز - لباس - بستر یا دیگر ضروري اشیاء خرید سکتا هی یا اپنے نج کے ذرائع سے حاصل کر سکتا هی

(۱) ایسی چیزین قبل اس کے که داخل کیجائین جیلر اون کا ملاحظه کریگا

(۲) تمباکو - شراب یا دوسري منشي چیزون کي سخت ممانعت هی تاوقتیکه

जेल मैनुवल फ़ारम नम्बर ३२

कायदा मुलाजिमान ज़ेर हिरासत खाना व दीगर रिआयतों के मुतल्लिक़।

हर एक हवालाती जेल खाने में दाख़िल होने पर।

(अ) नहायेगा और अपने कपड़े धोवेगा।

(ब) एक प्याला एक थाली और बिछौना अगर जरूरत होगी तो पावेगा अगर ऐसे कैदी के पास कपड़े कम हैं तो सुपरिन्टेन्डेन्ट साहब जेलख़ाना से ऐसे कपड़े मिलेंगे जो उसके लिये जरूरी हों।

(स) मंजूर हुए फ़ारम पर जो हवालाती टिकट है वह दिया जावेगा।

(द) हर हवालाती को नीचे लिखे हुये कामों की पावन्दी करना होगा इजाज़त है कि वह खाने की चीज़ कपड़ा बिस्तर व दूसरी जरूरी चीज़ें ख़रीद सकता है या अपने निज के जरिये से हासिल कर सकता है।

(१) ऐसी चीजें कबल इसके दाख़िल की जाय जेलर उनको देखेगा।

(२) तम्बाकू शराब या दूसरी नशीली चीज़ों की मनाही है जब तक कि मेडिकल अफ़सर

Medical Officer on medical grounds.

(c) All purchases shall be made by the jailor under the orders of the Superintendent.

No part of any food, clothing, bedding or other necessaries belonging to an under-trial prisoner shall be given, hired or sold to any other prisoner and any prisoner transgressing this rule shall lose the privilege of purchasing food or receiving it from private sources for such time as the Superintendent thinks proper.

An under-trial prisoner.—

(a) shall receive the non-labouring diet of the jail as prescribed in Chapter Dietary;

(b) may be permitted to cook his food,

(c) shall not be allowed to crop his hair; to have or in any way to alter his appearance so as to make it difficult to recognize him When the Medical Officer considers it necessary the hair

معتمد افسر طبی نقطہ نظر سے اسکی اجازت نہ دے

(۳) جیلر صاحب بمنظوری سپرنٹنڈنٹ صاحب تمام چیزوں کی خریداری کرینگے کوئی حوالاتی کھانا - کپڑا - بستر یا اور کوئی ضروری چیز کسی دوسرے قیدی کے ہاتھ نہ فروخت کرسکتا ہی نہ کرایہ وغیرہ پر دیسکتا ہی اور جو شخص خلافورزی کریگا اوسکو باہر سے چیزیں خریدنے یا نجی ذرایع سے وصول کرنے کی تمام رعایتیں موقوف کردی جاینگی اور اوسوقت تک بند رہینگی جب تک سپرنٹنڈنٹ صاحب مناسب خیال کرینگے

ہر حوالاتی —

(۱) مشقت نہ کرنے والے قیدیوں کے مطابق خوراک پائیگا جیسا کہ جیل مینول کے باب خوراک میں مذکور ہی

(۲) اپنا کھانا پکا سکتا ہی

(۳) حوالاتیوں کو بال کتروانے کی اجازت نہ دی جایگی نہ اونکو حجامت بنوانے یا کوئی ایسا طریقہ برتنے کی جس سے اوسکی شناخت میں فرق آجائے یا جس سے اوسکی شناخت مشکل ہوجائے اوسوقت اجازت دیجائیگی

अपने डाक्टरी वजूहों से इजाज़त न दे।

(३) जेलर सुपीरिन्टेन्डेन्ट साहब से मञ्जूरी लेकर तमाम चीज़ें खरीदेंगे कोई हवालाती खाना कपड़ा बिस्तर या और कोई ज़रूरी चीज़ किसी दूसरे कैदी के हाथ न बेच सकता है और न किराये पर दे सकता है जो आदमी खिलाफ कायदे के काम करेगा उसको बाहर से चीज़ें मोल लेने या निज के ज़रिये से वसूल करने की तमाम रियायतें बन्द करदी जावेंगी और उस वक्त तक बन्द रहेंगी जब तक सुपीरिन्टेन्डेन्ट साहब मुनासिब ख्याल करें।

हर हवालाती,—

(१) मिहनत न करने वाले कैदियों की तरह खुराक पावेगा जैसा कि जेल मैनुअल के अठारहवें बाब में लिखा है।

(२) अपना खाना पका सकता है।

(३) हवालातियों को बाल कटाने की इजाज़त न दी जावेगी न उनकी हजामत बनवाने या कोई ऐसा तरीका बरतने की जिससे उसकी शक्ल व सूरत में फर्क आजाय जिससे उसकी पहिचान मुश्किल हो जाय उस वक्त तक

of an under-trial prisoner may be cut, but shall not be cut shorter than is necessary for purpose of health and cleanliness. Prisoners who have been more than a month in jail may, if they so desire have their hair cut to the length it was at the time of their admissions;

(d) shall not be required to labour. He shall be required to keep himself and his clothing and bedding clean, and may be required to keep the ward, cell or other compartment occupied by him clean if accustomed to do similar labour in his own house. No work of a degrading character shall be exacted from an under-trial prisoner. Such work may be performed for the under-trial ward by convicts, in charge of a jail officer, who shall be responsible that they do not communicate with the under-trial prisoners; under paragraph 381 (3) (e);

(e) shall, with the approval of the Superintendent, be allowed to ... books,

جبکہ میڈیکل افسر صفائی یا صحت کے خیال کے بال کٹوانا ضروری تصور کرین تو اوس سے زیادہ نہ کاٹے جائین جیسا کہ ضروری ہو وہ حوالاتی جو ایک ماہ سے زیادہ حراست مین رہے ہون اگر چاہین تو اپنے بال کٹوا سکتے ہین جیسا کہ اون کے داخلہ کے وقت تھے

(۴) حوالاتی کو مشقت کرنے پر مجبور نہ کیا جائیگا اوسکو اپنی اور اپنے لباس و بستر کی صفائی ضروری ہوگی اور اگر وہ اپنے گھر پر ایسے کام کا عادی رہا ہو تو اوسکو اپنا وارڈ بارک یا اور اوس کے متعلق کمرے وغیرہ کی صفائی کرنا ہوگی کسی حوالاتی سے ایسا کام نہ لیا جائیگا جس سے اوسکی تحقیر یا ذلت ہوتی ہو ایسے کام ایک ملازم جیل کے ماتحتی مین دوسرے قیدی کرینگے اور ملازم جیل اس کا ذمہ دار ہوگا کہ وہ قیدی کسی حوالاتی سے کوئی گفتگو تو نہین کرتا جیل میڈول کی دفعہ ۳۸۱ (۳) (ت)

(۵) علاوہ جیلخانہ کے کتب خانہ کے کتابون کے وہ بمنظوری سپرنٹنڈنٹ صاحب دوسری کتابیں ...

कि मेडिकल अफ़सर सफाई या तन्दुरुस्ती के ख्याल से बाल कटवाना जरूरी समझें तो इससे ज्यादा न काटे जावेंगे जैसा कि ज़रूरी हो वह हवालाती जो एक माह से ज़ियादा हिरासत में रहे हों अगर चाहें तो अपने बाल कटवा सकते हैं जितने उनकी दाखिले के वक़्त थे।

(४) हवालाती को मिहनत करने को मजबूर न किया जावेगा उसको अपनी व अपने कपड़े व बिस्तर की सफ़ाई जरूरी होगी और अगर वह अपने घर पर ऐसे काम को आदी रहा हो तो उसको अपना वार्ड बारक या और उसके मुतालिक कमरे वगैरह की सफाई करना होगी किसी हवालाती से ऐसा काम न लिया जायगा जिससे उसकी तहकीर व ज़िल्लत होती हो ऐसे काम एक ऐसे मुलाज़िम जेल की मातहती में दूसरे कैदी करेंगे और मुलाज़िम जेल उसका जिम्मेदार होगा कि वह कैदी किसी हवालाती से गुफ़्तगू नहीं करता जेल मेनुवल को दफ़ा ३८१ (३) (अ)।

(५) अलावा जेलखाने की पुस्तकालय की किताबों के वह मंजूरी सुपीरेन्टेन्डेन्ट साहब

from the prison library. News papers shall not be allowed.

An intramural warder shall be incharge of the under-trial ward or *enclosure* and shall be present *from unlocking* in the morning until *locking up for the night.*

(*a*) A convict officer shall at all times, both day and night, be on duty in the under-trial ward. At night a convict overseer and four convict night watchmen shall be on duty in each barrack occupied by male under-trial prisoners. The convict officers shall be specially selected by the Superintendent, who will satisfy himself from their antecedent that they are not likely to corrupt the under-tial prisoners. The selection will be strictly limited to prisoners in jail for minor offences.

لکن اخبارات دیکھنے کی اجازت نہ ہوگی

(۴) حوالاتیوں کا وارڈ ایک سپاہی (انٹرا میورل وارڈر) کے چارج میں رہیگا جو صبح کھلنے کے وقت سے لیکر شام کو بند ہونے تک موجود رہیگا

(۷) ایک قیدی نمبردار ہر وقت - رات و دن ملزماں زیر حراست کے وارڈ میں موجود رہیگا رات کے وقت ایک قیدی نمبردار اور چار قیدی پہرے ہر بارک میں جسمیں مرد ملزماں زیر حراست ہوں رہینگے غیر قیدی کا انتخاب خاص احتیاط کے ساتھ صاحب سپرنٹنڈنٹ فرمائیں اور اس انتخاب کے موقع پر اس بات کا خاص طور سے لحاظ رکھا جائے کہ ایسے قیدی کے گزشتہ واقعات و حالات سے اس بات کا پتہ چلتا ہو کہ وہ ایسے ملزماں کو بہکانے کا باعث نہ ہوگا اور سوائے معمولی جیل خانہ کی سزاؤں کے کوئی بڑی سزا اون کو نہ دیگئی ہو

दूसरी किताबें भी रख सकता है लेकिन अख़बारात देखने की इजाज़त न होगी।

(४) हवालातियों का वार्ड एक सिपाही (इन्ट्रामूरल वार्डर) के चार्ज में रहेगा जो सुबह खुलने के वक़्त से लेकर शाम को बन्द होने तक मौजूद रहेगा।

(५) एक कैदी नम्बरदार हरवक़्त रात व दिन मुलज़िमान ज़ेर हिरासत के वार्ड में मौजूद रहेगा रात के वक़्त एक कैदी नम्बरदार और चार कैदी पहरेदार हर बारक जिसमें मर्द मुलज़िमान ज़ेर हिरासत हों रहेंगे गैर कैदी का इन्तख़ाब ख़ास इहतियात के साथ साहब सुपरिन्टेन्डेन्ट फ़रमायें और इस इन्तख़ाब के मौक़े पर इस बात का ख़ास तौर से लिहाज़ रक्खा जाय कि ऐसे कैदी के गुज़िश्ता वाक़आत व हालात से इस बात का पता चलता हो कि यह ऐसे मुलज़िमान को बहकाने का बाइस न होगा और सिवाय मामूली जेलख़ाने की सज़ाओं के कोई बड़ी सज़ा उनको न दी गई हो।

(b) The jailor shall see that the following routine is observed by the under-trial prisoners :—

	From 1st Oct. to 31st March.	From 1st April to 30th Sept.
	After unlocking up to	After unlocking up to
To visit the latrine in batches . .	7 A.M. . .	6 A.M.
To be on parade in the enclosure	7 to 9 A.M. .	6 to 8 A.M.
To be locked up in their barracks . .	9 to 10 A.M. .	8 to 10 A.M
To bathe and take their mid-day meals .	10 to 11 A.M. .	10 to 11 A.M.
To be locked up in their barracks . .	11 A.M. to 3 P.M	11 A.M. to 4 P.M.
To take exercise, have evening meal and be searched and locked up .	3 P.M. to locking up . .	4 P.M. to locking up.

(c) Under-trial prisoners shall not be subjected to more restraint than is necessary for their safe custody, the maintenance of discipline and the enforcement of jail rules.

(۸) جیلر صاحب کو یہ دیکھنا چاهئے کہ مندرجہ ذیل امور کی پابندی ملزمان زیر حراست کرتے هین یا نہین

	یکم اکتوبر لغایت ۳۱ مارچ	یکم اپریل لغایت ۳۰ ستمبر
پاینخانه کے لئے تھوڑی تھوڑی تعداد مین جائینگی	جیل کھلنے کے وقت سے ۷ بجے تک	جیل کھلنے کے وقت سے ۶ بجے تک
احاطه مین پریت پر حاضری	۷ بجے صبح کے ۹ بجے تک	۶ بجے صبح کے ۸ بجے تک
اپنے بارک مین بند کئے جائینگے	۹ بجے سے ۱۰ بجے دن تک	۸ بجے سے ۱۰ بجے دن تک
غسل اور دو پہر کا کھانا	۱۰ بجے سے ۱۱ بجے دن تک	۱۰ بجے سے ۱۱ بجے دن تک
بارک بندي (دو پہر کے وقت)	۱۱ بجے سے ۳ بجے دن تک	۱۱ بجے سے ۳ بجے دن تک
ورزش و شام کا کهانا - تلاشي اوربارک بندي (وقت شام)	۳ بجے سے اور بند ہونے کے وقت تک	۴ بجے سے اور بند ہونے کے وقت تک

(८) जेलर साहब को यह देखना चाहिये कि नीचे लिखे हुए कामों की पाबन्दी मुलज़िमान ज़ेर हिरासत करते हैं या नहीं।

	पहली अक्टूबर से ३१ मार्च तक	पहिली अप्रैल से ३० सितम्बर तक
पाखाने के लिये थाड़ी २ तायदाद में जांयगी	जेल खुलने के वक्त से, ७ बजे तक।	जेल खुलने के वक्त से ६ बजे तक।
अहाता में परेट पर हाज़िरी।	सात बजे सुबह से ९ बजे तक।	६ बजे सुबह से ८ बजे तक।
अपनी बारक में बन्द किये जायंगी।	९ बजे से १० बजे तक सुबह को	८ बजे से १० बजे तक सुबह।
नहाना और दोपहर का खाना	१० बजे से ११ बजे तक सुबह को	१० बजेसे ११ बजे तक सुबह को
बारक बन्दी (दोपहर के वक्त)	११ बजे से ३ बजे तक।	११ बजे से ३ बजे तक।
कसरत और शाम का खाना तलाशी और बारक बन्दी (शाम)।	तीन बजे से और बन्द होने के वक्त तक।	चार बजे से और बन्द होने के वक्त तक।

Jail Manual Form No 33

ABSTRACT OF RULES REGARDING CIVIL PRISONERS

Civil prisoners may be permitted to purchase or receive from private sources food, clothing, bedding or other necessaries, subject to the following restrictions —

(a) Such articles shall be examined by the Jailor or other Prison officer before being introduced into the jail

(b) Food cooked outside the jail shall be allowed only for such prisoners as the Superintendent, having regard to their former habits or social position, may authorize to receive it

(c) Spirituous liquors and intoxicating drugs are prohibited unless prescribed by the medical officer on medical grounds The use of tobacco is permitted

(d) All purchases for any civil prisoner shall be made by or under the orders of Superintendent

خلاصہ قواعد قیدیاں دیوانی

(۱) — قیدیاں دیوانی کو اجازت دیجا سکتی ہی کہ وہ حسب شرائط ذیل سرکاری یا نج کے ذریعہ سے اپنی غذا - پوشاک - بستر یا دوسری ضروري اشیاء خرید سکیں یا منگا سکیں

(ب) ایسی چیزوں کا معائنہ جیل میں آنے سے پہلے جیلر صاحب یا کوئی دوسرے افسر جیل کے کرینگے

(۲) — صاحب سپرنٹنڈنٹ بہادر ایسے قیدیاں کو انکی غذا مہیا کرنے کے واسطے جو جیلخانہ سے باہر طیار کی گئی ہو اجازت دیتے وقت اون کی عادات سابقہ اور حیثیت کا خیال رکھیں

(س) — شراب اور منشي اشیاء کا اوس وقت تک کہ میڈیکل افسر صحت کی وجہ پر نہ تجویز کریں استعمال کرنا منع ہی تمباکو استعمال کرنیکی اجازت ہی

खुलासा क़वायद क़ैदियान दीवानी ।

(१)—क़ैदियान दीवानी को इजाज़त दी जा सकती है कि वह नीचे लिखे हुये दस्तूरों पर सरकारी या निज के ज़रिये से अपनी गिज़ा पोशाक बिछौना या दूसरी चीज़े खरीद सके वा मंगवा सके ।

(अ)—ऐसी चीज़ों का मुआयना जेलमें आने से पहिले जेलर साहब या कोई दूसरे जेल के अफसर करेंगे ।

(२)—साहब सुपरिन्टेन्डेन्ट बहादुर ऐसे क़ैदियों को अपना खाना हासिल करने के वास्ते जो जेलखाना से बाहर तैयार किया गया हो इजाजत देते वक़्त उन की पहिली आदत हैसियत का ख्याल रक्खेंगे ।

(म)—शराब नशीली चीज़ों का उस वक़्त तक कि मेडिकल अफसर सेहत की वजह पर न तजवीज़ करे इस्तेमाल मना है तम्बाकू इस्तेमाल करने की इजाज़त है ।

Every civil prisoner not provided with sufficient clothing and bedding shall be supplied by the Superintendent with such clothing and bedding as may be necessary.

A civil prisoner may with the Superintendent's permission work and follow any trade or profession. He shall keep the room he uses or occupies in a clean or orderly state. He shall be encouraged to work and, if he works on a trade, be allowed to receive his earnings, subject to such deductions as the Superintendent may consider necessary for the use of prison tools.

Civil prisoners are allowed to cook their own food :—

When a civil prisoner is supplied with articles of rations from the jail store room or with cooked diet from the jail kitchen, the cost of such articles of ration or diet shall be recovered [illegible] allowance.

هر ایك دیوانی کے قیدي کو جس کے پاس كافي پوشاك اور بستر نهو تو صاحب سپرنٹنڈنٹ بهادر جيل اوس کو پوشاك اور بستر حسب ضرورت مهيا فرماوينگے

هر ایک دیواني قيدي صاحب سپرنٹنڈنٹ بهادر جيل كي اجازت سے کام کرسکتا هی اور کوئي تجارت يا پيشه کرسکتا هی

وہ اس جگه کو جو اوس کے استعمال مین هوگی صاف اور باقاعده رکهيگا - اس کو کام کرنے جرأت دلائي جاويگي - اگر وہ کسي پيشه پر کام کریگا اوس کو اجرت دیجاویگی - شرط یہ هی که اس اجرت مین سے جیل کے هتهيار اور روزانه کے استعمال كي اجرت منها کر دي جاويگي جيسا که سپرنٹنڈنٹ صاحب بهادر جيل مناسب خيال فرماوين

قيديان ديواني اپني غذا خود پکائینگے :—

جب کسي ديواني کے قيدي کو اشياء خوراك جيل كي گودام سے دي جاويگي تو ایسے اشياء خوراك يا غذا كي قيمت اوسكي مقررہ قيمت خوراك سے منها کرلي جاويگي

हर एक दीवानी कैदी को जिसके पास काफ़ी वरदी और बिछौना न हो साहब सुपीरिन्टेन्डेन्ट बहादुर जेल उसकी जरूरत के मुताबिक़ उसको वरदी और बिछौना देंगे।

हर एक दीवानी कैदी साहब सुपीरिन्टेन्डेन्ट बहादुर जेल की इजाज़त से काम कर सकता है और कोई तिजारत या पेशा कर सकता है वह उस जगह को जो उसके इस्तेमाल में होगी साफ़ और बाक़ायदा रक्खेगा उसको काम करने की हिम्मत दिलाई जावेगी अगर वह किसी पेशा पर काम करेगा तो उसको मज़दूरी दी जावेगी और इसी मज़दूरी से जेल के हथियार और औज़ार के इस्तेमाल की मज़दूरी ज़रूरी काम करली जावेगी जितना कि सुपीरिन्टेन्डेन्ट साहब बहादुर समझें।

कैदियान दीवानी अपना खाना खद पकावेंगे :—

जब किसी दीवानी कैदी को खाने की चीजें जेल की गोदाम से दी जावेंगी तो ऐसी खाने वाली चीजों की कीमत उसकी क़ीमत खूराक से कम करली जावेगी।

Civil prisoners shall be allowed to see their relatives, friends and legal advisers between 7 A M and 2 P. M in the interview room at the maingate on any days except Sundays and prison holidays

There shall be three grades of civil Prisoners —

First grade —All commissioned and gazetted officers of Government, and all other persons whose ordinary mode of living confirms to a similar standard.

Second grade.—All officers of Government other than commissioned and gazetted officers whose salary is not less than Rs. 50 a month, and all other persons whose mode of living confirms to a similar standard.

Third grade.—All other persons.

The following scales are prescribed for each grade —

DIET.

First grade . .	Two rupees per day
Second grade . . .	One rupee per day
Third grade . . .	Six annas per day

قیدیاں دیوانی کو اجازت دی جاوےگی کہ وہ اپنے رشتہداروں - دوستوں اور قانونی مشیرکاروں کو درمیان ۷ بجے صبح اور ۲ بجے دن کے جیل کے پھاٹک پر ملائی کے کمرے میں کسی دن سوا اتوار اور جیلخانہ کی تعطیلوں کے دیکھ سکتا ہی

تین درجہ قیدیاں دیوانی کے ہونگے —

درجہ اول — جملہ کمیشن افسراں اور گزٹڈ افسراں اور جملہ دیگر اشخاص جن کا معمولی طرز رہائش ان کا ایسا ہو

درجہ دوئم — جملہ افسراں سرکاری علاوہ کمیشن اور گزٹڈ افسراں کے جنکی تنخواہ پچاس روپیہ ماہوار سے کم نہو - اور جملہ دیگر اشخاص جن کا معمولی طرز رہائش ان کا ایسا ہو

درجہ سوئم — جملہ دیگر اشخاص

قواعد ذیل ہر ایک درجہ کے واسطے مقرر کئے جاتے ہیں —

خوراک

درجہ اول . . .	دو روپیہ یومیہ
درجہ دوئم . .	ایک روپیہ یومیہ
درجہ سوئم . .	چھہ آنہ یومیہ

कैदियान दीवानी को इजाज़त दी जावेगी कि वह अपने रिश्तेदारों दोस्तों और कानूनी मुशीरकारों को दरमियान सात बजे सुबह और दो बजे दिन के फाटक पर मिलाई के कमरे में किसी दिन सिवा इतवार और जेलखाना की तातीलों के देख सकते हैं।

कैदियान दीवानी के तीन दरजे होंगे —

दर्जा अव्वल—जुमला कमीशन अफ़सरान और गज़टेड अफ़सरान और जुमला दीगर लोग जिनका मामूली रहने का तरीका उनका ऐसा हो।

दरजा दोयम—जुमला अफसरान सरकारी, अलावा गज़टेड और कमीशन अफसरान के जिनकी तनख्वाह पचास रुपया माहवारी से कम न हो और जुमला दीगर लोग जिनका रहने का तरीका उनका ऐसा हो।

दर्जा सोयम—जुमला दीगर लोग

नीचे लिखे हुये कायदे हर एक दर्जा के वास्ते मुकरर किये जाते हैं —

ख़ुराक

दर्जा अव्वल	दो रुपये रोज़ाना
दर्जा दोयम ...	एक रुपया रोज़ाना
दर्जा सोयम ...	छै आना रोज़ाना

CLOTHING.

	Summer.	Winter.
	Rs.	Rs.
First grade . . .	64	80
Second grade . . .	32	40
Third grade . . .	16	25

The Superintendent shall decide what articles of clothing shall be supplied, taking into consideration the clothing already in possession of the judgment-debtor and his actual requirements.

پوشاک

		ایام گرما	ایام سرما
درجه اول	.	٦٤ روپیه	٨٠ روپیه
درجه دوئم	.	٣٢ روپیه	٤٠ روپیه
درجه سوئم	.	١٦ روپیه	٢٥ روپیه

سپرانٹنڈنٹ بہادر جیل طے کرینگے کہ کون کون اشیاء پوشاک مہیا کي جاویں جو پوشاک کہ مدیون ڈگري کے پاس ہونگي اور جس جس چیز کي ضرورت ہو لحاظ کرینگے

पोशाक

	गर्मी	सर्दी
दर्जा अव्वल	६४ रु०	८० रु०
„ दोयम	३२ रु०	४० रु०
„ सोयम	१६ रु०	२५ रु०

सुपीरिन्टेन्डेन्ट बहादुर जेल तै करेंगे कि कौन कौन से कपड़े दिये जावें जो कपड़े कि मदयून डिगरी के पास होंगे और जिस जिस चीज़ की ज़रूरत हो लिहाज़ करेंगे।

Jail Form No 34

MEDICAL HISTORY SHEET

APPENDIX I

Revised form of medical history sheet of lunatics

N B—The ultimate responsibility for the preparation of this form rests with the committing officer who must see that the requ site information is supplied by the Police and the Medical Officer without undue delay

Questions to be answered upon information supplied by the Police alone

1 Name of patient in full and caste or race

2 Name of patient s father

3 Married or single or widowed

4 Condition of life and previous occupation (if any)

5 Religion

6 Place of birth and recent place of abode

7 Whether homeless or living with relatives

8 Whether any member of patient s family has been or is affected with insanity

9 Whether the attack is the first attack of insanity or not

10 Age (if known) at onset of first attack

11 Previous history and habits and facts indicating insanity

12 Duration and nature of any previous attack

13 Supposed cause of

14 Duration of existing attack

Signature.

Questions to be answered by the Medical Officer alone

1 Sex and age of patient

2 Marks whereby the patient may be identified.

3 State of bodily health

4 Symptom exhibited

5 Whether subject to epilepsy or any other disease

6 Whether suicidal

7 Whether dangerous to others

* Here the name of Village, Police Station and district and length of residence should be stated.

† This heading should show the names and addresses of the relative or persons legally bound to maintain the lunatic (if any, and whether they are able and willing to take charge of him or to bear the cost of his maintenance in the asylum and, if not, why not.

‡ In this the mode of life the patient led, his conduct, reasons for suspecting insanity history of any particular illness which may have helped to produce this condition of mind, his temperament or any habit of taking or smoking any drug should be mentioned in the case of Criminal lunatics, also the nature of the crime, the detailed circumstances under which it was committed how he came to be arrested by the police and the section under which the lunatic was charged and the result of trial in addition to other particulars which may be available.

§ Whether he is addicted to any spirits or drugs and if so, for how long he has been so addicted and what is the quantity habitually taken, whether he is a member of any particular religious or political societies ; or whether he suffered from loss of property ; loss of relatives, domestic troubles, or ill health immediately before the attack.

¶ In this, the general health of the patient as well as any abnormality of feature of development should be entered. It is desirable that special mention be made as to whether the patient *is or is not suffering from any tubercular disease.*

Appendix II.

APPENDIX II.

(*Vide* Rule 4 (2) .)

Certificates of fitness for transfer and condition of health in the case of lunatics sent to Asylum.

Station Ajmer.

Dated the ....1936.

Certified that $\frac{\text{original lunatic}}{\text{the lunatic}}$ .... (name) .. ..

is in sufficiently good health, and in a fit state, to travel from (Name of the station) to Mental Hospital, Agra.

Medical Officer.

il Manual Form No. 35.

DIET SCALE FOR PRISONERS.

Class of Diet.	Flour (seenote).	Parched Gram.	Vege-tables.	Oil.	Salt.	Chillies.	Turmeric.	Dal.	Fuel.	Coriander.	Anti-Scorbutics.
	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.			From April to October a daily ration of one of the following anti-scorbutics to all classes :— Ch. Lime Juice . . 1-4 Amchur . . . 1-12 Tamarind pulp (free from husk). 1-6
I For labouring Convicts in Class "C".	12	2	4	4-25	2-5	1-25	1-50	1¼	6 Ch.	1-25	
II ... prisoners	10	2	4	4-25	2-5	1-25	1-50	1¼		1-25	

Jail Manual Form No. 36.

DIET SCALE FOR SICK PRISONERS

Diet.	Wheat Atta.	Rice.	Dal.	Milk.	Sago	Sugar	Ghee	Vegetable	Oil	Spices	Turmeric	Salt	Fuel	Antiscorbutics.
	Ch.	Ch.	Ch.	Srs	Ch	Ch	Ch	Ch	Ch	Ch	Ch	Ch	Ch	
I. Milk . . .	..	..	..	as required.	..	as required	.			.	.		..	From April to October
II. Milk and Sago .	..	..	..	1	2	1	.	..		.	..		..	A daily ration of one of the following antiscorbutics to patients receiving diets IV and V
III. Milk and Rice .	..	4	..	1	..	1	..	..	.	.			..	
IV. Rice and Dal .	..	6	2	..	..	..	1/8	3		1/10	..	2/5	..	Lime Juice 1/4 Ch. Amchur 1/12 ,, Coriander 1/50 ,, Tamarind pulp 1/6 ,, (Free from husk)
Wheat . .	10	..	1¼	..	..	..	1/8	3	..	1/10	..	2/5	Firewood 8 chs	

N. B.—Extras as ordered by the Medical Officer.

Jail Manual Form No. 37.

To

THE SUPERINTENDENT,

CENTRAL JAIL,

AJMER.

SIR,

I..............................son of.. ....

caste..................................of...

wish to see my relative...

s/o...................................caste... ....

at present in your Jail as Undertrial/Civil/Convict, which please allow.

Lt. T. Imp : o

AJMER. ....

193

Jail Manual Form No 38.
Book of 100 leaves.

REQUISITION FOR PRISONERS REQUIRED IN OFFICE.

To The officer in charge of the ______________________

Please allow prisoner No. ______________________

Name ______________________

to be brought down to office for orders.

Clerk or Dy Jailor.

Jailor.

Date *193* .

REQUISITION FOR PRISONERS REQUIRED IN OFFICE.

To The officer in charge of the ______________________

Please allow prisoner No ______________________

Name ______________________

to be brought down to office for orders.

Clerk or Dy. Jailor.

Jailor.

Date *193* .

ail Manual Form No. 39.

BARRACK LIST.

Circle.................. *Barrack*............ *Month*....................193 .

Serial number.	Admission register No.	Name.	Date.																															Remarks.
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
		Total ordinary prisoners .																																
		Total number of dangerous prisoners locked up *vide* circle list .																																
		Total locked up .																																
		...lling the roll.																																

...served for "dangerous" convicts, convict warders, convict overseers and

Jail Manual Form No. 40.

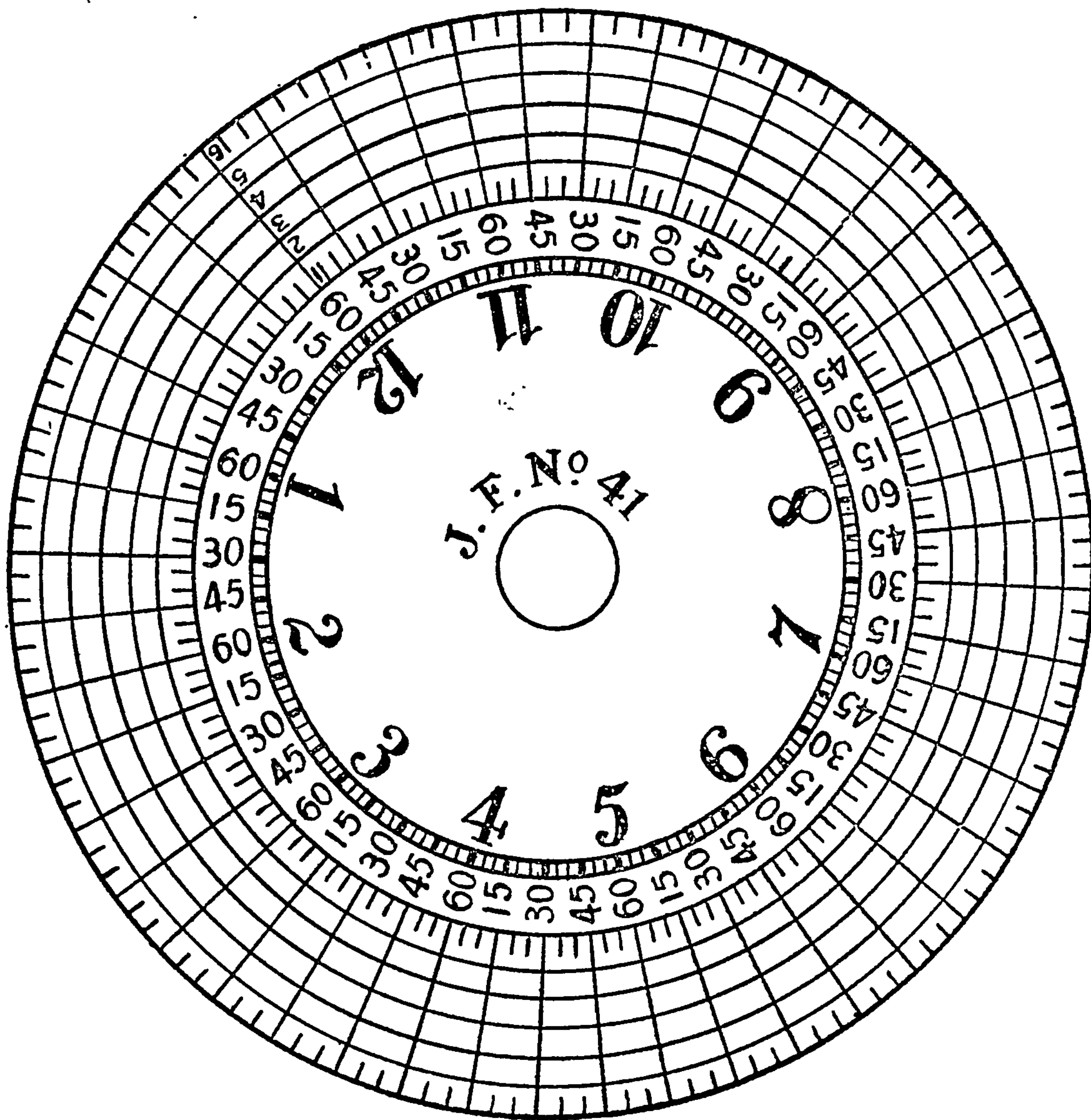
ROLL OF CONVICT OFFICERS.

*Circle*__________ *Barrack*__________ *Month*__________

Convict Officers from Lock up					to			Unlocking		
From Locking up to 21, 1st Watch		From 21 to 23. 2nd Watch		From 23 to 1. 3rd Watch		From 1 to 3 4th Watch		From 3 to Unlocking 5th Watch		REMARKS.
Reg No	Name.	Reg No	Name	Reg No.	Name.	Reg No	Name	Reg No	Name	

NOTE.—When any change is made the date should be given and the entry initialled by the officer locking up.

Circle Officer.


J. F. Nº 41
1
2
3
4
5
6
7
8
9
10
11
12

Jail Manual Form No 42

LIST OF PRISON OFFENCES AND PUNISHMENTS.

862 (a) The following Acts are declared by section 45 of the Prisons Act, 1894 to be prison offences when committed by a prisoner —

(1) Such wilful disobedience to any regulation of the prison as shall have been declared by rules made under section 59 of the Prisons Act, 1894, to be a prison offence,

(2) Any assault or use of criminal force,

(3) The use of insulting or threatening language,

(4) Immoral or indecent or disorderly behaviour,

(5) Wilfully disabling himself from labour,

(6) Contumaciously refusing to work,

(7) Filing, cutting altering, or removing handcuffs, fetters or bars without due authority,

(8) Wilful idleness or negligence at work by any prisoner sentenced to rigorous imprisonment,

(9) Wilful mismanagement of work by any prisoner sentenced to rigorous imprisonment,

(10) Wilful damage to prison property,

(11) Tampering with or defacing history tickets, records or documents,

(12) Receiving, possessing or transferring any prohibited article,

(13) Feigning illness,

(14) Wilfully bringing a false accusation against any officer or prisoner,

(15) Omitting or refusing to report, as soon as it comes to his knowledge, the occurrence of any fire, any plot or conspiracy, any escape attempt or preparation to escape and any attack or preparation for attack upon any prisoner or prison official and

(16) Conspiring to escape, or to assist in escaping, or to commit any other of the offences aforesaid

(b) Refusal by a Prisoner the diet prescribed by the authorities of the prison shall constitute a prison offence and shall be punishable with any punishments admissible under section 46 of the Prison Act, 1894

863 The following Acts are forbidden, and every prisoner who wilfully commits any of the following Acts shall be deemed to have wilfully disobeyed the regulations of the prison and to have committed a prison offence within the meaning of section 45 of the Prisons Act, 1894 —

(1) Talking when at file or at unlocking, or at latrine, bathing or other parades, or at any time when ordered by an officer of the prison to desist, and singing loud loughing, and loud talking at any time,

(2) Quarrelling with any other prisoner,

(3) Secreting any article whatever,

(4) Showing disrespect to any jail officer or visitor,

(5) Making groundless complaints,

(6) Answering untruthfully any question put by an officer of the prison or a visitor,

(7) Holding any communication (in writing by word of mouth or otherwise) with an outsider, with a

prisoner of the opposite sex, civil or undertrial prisoner or a prisoner of a different class, in disobedience of the regulations of the prison ;

(8) Abetting the commission of any prison offence ;

(9) Omitting to assist in the maintenance of discipline by reporting any prison offence, or to give assistance to an officer of the prison when called on to do so ;

(10) Doing any act or using any language calculated to wound or offend the feelings and prejudices of a fellow prisoner ;

(11) Doing any act calculated to create any unnecessary alarm in the minds of the prisoners or officers of the prison ;

(12) Leaving without permission of an officer of the prison the gang to which he is attached, or the part of the prison in which he is confined ;

(13) Leaving without permission of an officer of the prison the ward, the yard, the place in file, the seat or berth assigned to him ;

(14) Loitering about the yards or lingering in the wards when these are open ;

(15) Omitting or refusing to march in file when moving about the prison ;

(16) Visiting the latrines or bathing platforms except at stated hours, or without permission of an officer of the prison, or resorting unnecessarily to the night latrine, or omitting or refusing to employ dry earth in the manner directed by the prison regulations ;

(17) Refusing to eat the food prescribed by the prison diet scale ;

(18) Eating or appropriating any food not assigned to him, or taking from or adding to the portions assigned to other prisoners ;

(19) Removing without permission of an officer of the prison food from the cook-room or godown or from the place where meals are served, or disobeying any order as to the issue and distribution of food and drink ;

(20) Wilfully destroying food or throwing it away without orders ;

(21) *Introducing* into food or drink any thing likely to render it unpalatable or unwholesome ;

(22) Omitting or refusing to wear the clothing given to him, or exchanging any portion of it for the clothing of other prisoners, or losing, discarding, damaging, or altering any part of it ;

(23) Removing, defacing, or altering any distinctive number, mark or badge attached to or worn on the clothing or person ;

(24) Omitting or refusing to keep the person clean, or disobeying any order regulating the cutting of hair or nails ;

(25) Omitting or refusing to keep clean his clothing, blankets, beeding fetters, iron cups or plates or identification token or disobeying any order as to the arrangement and disposition of such articles ;

(26) Tampering in any way with prison locks, lamps, or lights, or other property with which he has no concern ;

(27) Stealing the prison clothing or any part of the prison kit of any other prisoner ;

(28) Committing a nuisance in any part of the prison ;

(29) Spitting on or otherwise soiling any floor, door, wall or other part of the prison building or any article in the prison ;

(30) Wilfully be fouling the wells, latrines, washing or bathing places ;

(31) Damaging the trees and vegetables in the garden of the jail, or maltreating the prison cattle ;

(32) Omitting or refusing to take due care of all prison property entrusted to him ;

33) Omitting or refusing to take due care of, or injuring, destroying or misappropriating the materials and implements entrusted to him for work ;

(34) Omitting to report at once any loss, breakage or injury which he may accidentally have caused to prison property or implements;

(35) Manufacturing any article without the knowledge or permission of an officer of the prison;

(36) Performing any portion of the task allotted to another prisoner or obtaining the assistance of another prisoner in the performance of his own task;

(37) Appropriating any portion of the task performed by another prisoner;

(38) Mixing or adding any foreign substance to the materials issued for work;

(39) Wilfully causing to himself any illness, injury or disability;

(40) Causing or omitting to assist in suppressing violence or insubordination of any kind;

(41) Taking part in any attack upon any prisoner or officer of the prison;

(42) Omitting or refusing to help any officer of the prison in case of an attempted escape or of any attack upon such officer or upon another prisoner;

(43) Disobeying any lawful order of an officer of the prison or ommitting or refusing to perform duties in the manner prescribed.

868. The following punishments shall be considered minor punishments :—

(1) Formal warning;

(2) Change of labour for a stated period to some more irksome or severe form;

(3) Forfeiture of remission earned, not exceeding three days;

(4) Forfeiture of class, grade or prison privileges for a period not exceeding three months;

(5) Temporary reduction from a higher to a lower class or grade;

(6) Cellular confinement for not more than seven days;

(a) Cellular confinement means such confinement with or without labour as entirely secludes a prisoner from communication with, but not from sight of, other prisoners;

(7) Separate confinement for not more than fourteen days;

Separate confinement means such confinement with or without labour as secludes a prisoner from communication with, but not from sight of, other prisoners, and allows him not less than one hour's exercise per diem and to have his meals in association with one or more other prisoners.

(8) Imposition of handcuffs otherwise than by handcuffing a prisoner behind or to a staple;

(a) Handcuffs imposed by way of punishment shall be iron bar handcuffs, weighing with lock, not more than 2 pounds each, or swivel with spring catch handcuffs weighing not more than 2 pounds each, or swivel with spring catch handcuffs weighing not more than 1 pound each, or chain handcuffs with not more than 1 pound each;

(b) Handcuffs may be imposed on the wrists in front by day or night for a period of not more than twelve hours at a time, with intervals of not less than 12 hours between each period, and for not more than four consecutive days or night;

(9) Imposition of link fetter for not more than 30 days. Link fetters shall be composed of a chain and ankle rings. The total weight of such fetters, including the ankle rings, shall not exceed 3 pounds, and the chain shall not be less than 2 feet in length.

(10) Substitution of clothing of gunny or other coarse fabric for the portion of the ordinary prison clothing which is not woollen for a period which shall not exceed three months.

869. The following punishments shall be considered major punishments

(1) Hard labour for a period not exceeding seven days in the case of convicted criminal prisoners not sentenced to rigorous imprisonment.

(2) (a) Forfeiture of remission earned, exceeding three but not exceeding nine days ;

(b) Forfeiture of remission earned in excess of nine days ;

(c) Forfeiture of class, grade, or prison privileges for a period exceeding three months ;

(d) Exclusion from the remission system for a period not exceeding three months ;

(e) Exclusion from the remission system for a period exceeding three months ; and

(f) Permanent reduction from a higher to a lower class or grade.

In the case of punishments 2 (b) and 2 (e) or any combination of the punishments 2 (b), 2 (c) and 2 (e) the order of punishment shall not take effect until sanctioned by the Inspector-General.

(3) Cellular confinement for a period exceeding seven days.

(4) Separate confinement for a period exceeding fourteen days.

The maximum period for this punishment is three months, and the previous confirmation by the Inspector-General is required when the period exceeds one month,

(6) Bar fetters.

(a) Bar fetters shall be composed of two bars joined together by a welded link and attached to ankle rings. The total weight of such fetters, including the ankle rings, shall not exceed 5 pounds and each bar shall be not less than 20 inches in length.

(b) The maximum period for which bar fetters may be continuously imposed is three months.

(7) Cross-bar fetters.

(a) Cross bar fetters shall be composed of a single bar for the purpose of keeping the legs apart and of ankle rings. The total weight of such fetters, including ankle rings shall not exceed 2½ pounds. The length of the bar shall not exceed 16 inches in the case of men who are not less than 5 feet 6 inches in height, or 14 inches in the case of men below this height.

(b) The maximum period for which cross-bar fetters may be continuously imposed is 240 hours.

(8) Handcuffing behind or to a staple.

(I) Handcuffs may be imposed on the wrists behind by day only for a pariod of not more than six hours in any day of 24 hours, and for not more than four consecutive days ;

(II) Handcuffs may be imposed by attaching the handcuffs affixed on the prisoner's wrists to a staple in front of the prisoner by day for not more than four consecutive days and for not more than six hours on each day with an interval of at least one hour after the handcuffs have been so attached for three hours :

Provided that such staple shall not be higher than the prisoner's shoulder nor lower than his waist and that no prisoner shall be attached by handcuffs to a staple except in the presence of other prisoners.

Provided, further, that the punishment referred to in sub-clause (II) shall *not* be executed until the prisoners to whom the punishment has been awarded has been examined by the medical officer and pronounced to be fit to undergo the punishment.

Provided, also, that this punishment shall be restricted to cases where the prisoner has been guilty of repeated

and wilful violations of any prison rule, and where, in fact, his conduct is evidently due to contumacy.

(10) Whipping.

(a) Whipping, as a prison punishment, shall be inflicted only for mutiny or for conduct seriously affecting the discipline of the prison, or for incitement thereto, or for serious assaults on any public servant or visitor, or after other punishments have failed for other offences of a specially grave nature.

(I) *In the case of a person of or* over sixteen years of age such punishment shall not exceed 30 stripes, and in the case of a person under *sixteen years* of age it should not exceed fifteen stripes.

(11) Any combination of punishments admissible under the following provisions, namely :—

Any two punishments may be awarded in combination subject to the following exceptions :—

(I) Formal warning shall not be combined with any other punishment except loss of privileges ;

(II) Cellular confinement shall not be combined with separate confinement so as to prolong the total period of seclusion to which the prisoner is liable ;

(III) Whipping shall not be combined with any other form of punishment except cellular or separate confinement or punishment involving loss of privileges admissible under the remission system ;

870. (a) No punishm ent shall be awarded for any such offence so as to combine, with the punishment awarded for any other such offence, two of the punishments which may not be awarded in combination ;

(b) The following punishments shall not be carried out in combination even when awarded at different times for different offences :—

(1) Penal diet with whipping ;

(2) Penal diet with standing handcuffs ;

(3) Standing handcuffs with cross-bar fetters ; and

(4) Cross-bar fetter with bar fetters.

Jail Form No. 43.

No. ....of 19 .

Dated Ajmer, the 19 .

FROM

THE SUPERINTENDENT,

CENTRAL JAIL, AJMER,

To

THE COMMISSIONER AND INSPECTOR GENERAL OF PRISONS,

AJMER-MERWARA, AJMER.

SIR,

I have the honour to forward herewith Nominal Roll of Prisoner No. son of of who escaped from the while working there at about on the 19 .

The Superintendent of Police, Ajmer-Merwara, district Ajmer and the Superintendent of Police, Ajmer-Merwara, Railway Section, Indore, have been informed and other necessary steps taken to effect his re-capture.

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent, Ajmer Central Jail.

No. ....of 19 .

Dated Ajmer, the 19 .

Copy with enclosures forwarded to the Superintendent of Police, $\frac{\text{Ajmer-Merwara, district Ajmer,}}{\text{Ajmer-Merwara, Railway Section, Indore,}}$ for information and favour of necessary action.

Superintendent,

Ajmer Central Jail.

OMINAL ROLL OF ESCAPED PRISONER No ________ SON OF ________ OF ________

Reg No.	Name of Prisoner	Parentage.	Caste	Residence of Prisoner	Crime	Sentence and Convicting Court	Date of Sentence	Date of Release	REMARKS.

Jailor.

Superintendent.

Jail Manual Form No. 44.

CELL TICKET FOR JUDICIAL SOLITARY CONFINEMENT.

*Cell No.*________________

Jail Register Number.	Name and father's name and caste.	Date of admission into jail.	Term of sentence of imprisonment.	Crime.	Term of sentence of solitary confinement.	Period passed in cell.																							
						Week.																							
						1		2		3		4		5		6		7		8		9		10		11		12	
						From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To
						Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.	
Labour ordered.																													

Jail Manual Form No. 45.

CELL TICKET FOR JAIL PUNISHMENTS.

Cell No ______________

Admission register No.	Name.	Jail offence	Punishment	Labour ordered	Date on which placed in cells	Date on which removal is due

Jail Manual Form No. 46.

NOMINAL ROLL OF CONVICT RECOMMENDED FOR REMISSION OF SOLITARY CONFINEMENT.

(To be submitted in Duplicate.)

Name of Jail ____________________

1. Admission Register No.
2. Name.
3. Caste.
4. Sex.
5. Crime and Section.
6. Term of sentence. Sentencing officer.
7. Period of solitary confinement ordered.
8. Date of sentence.
9. Date of release (original).
10. Probable date of release under remission rules.
11. Unexpired period of sentence calculated on date of release under remission rules. } Years. Months. Days.
12. Expired portion of solitary confinement.
13. Unexpired portion of solitary confinement.
14. Remarks by Medical Officer.

(Here state whether the convict is permanently unfit to undergo whole or a portion of solitary confinement, as the case may be, and state reasons.)

Officer in Medical Charge of Jail.

No..............

Dated............................193 .

Submitted to the Inspector General of Prisons, Ajmer-Merwara, Ajmer, for favour of necessary action.

Superintendent.

No.................

Dated Ajmer, the.......................193 .

Submitted to the Secretary to Hon'ble the Chief Commissioner, Ajmers Merwara for order of the Hon'ble the Chief Commissioner.

Commissioner and
Inspector General of Prisons,
Ajmer-Merwara.

ORDERS OF GOVERNMENT.

Judicial (Criminal) Department.

No.................

Dated .... 193 .

Secretary to Hon'ble the
Chief Commissioner,
Ajmer-Merwara.

OFFICE OF THE INSPECTOR GENERAL OF PRISONS,
AJMER-MERWARA.

No.................

Dated Ajmer, the................................193 .

Returned to the Superintendent..Jail, for necessary action. Acknowledgment is requested.

Inspector General of Prisons,
Ajmer-M.

Jail Manual Form No. 47.

DAILY LABOUR TICKET.

No................ Work..................

Name of convict.................................. Prescribed task . ...

(Put the letter "P" after the task for which the convict was punished.)

Month.	....	....	....	....	....	....	Month.
Date.							Date.
1							1
2							2
3							3
4							4
5							5
6							6
7							7
8							8
9							9
10							10
11							11
12							12
13							13
14							14
15							15
16							16
17							17
18							18
19							19
20							20
21							21
22							22
23							23
24							24
25							25
26							26
27							27
28							28
29							29
30							30
31							31

Jail Manual Form No 48.

LIST OF CONVICTS WORKING IN THE MILL HOUSE.

(To be hung up in each mill house)

Jail Register number	Name	Date on which placed on mill work	Date on which removed.	REMARKS.

Jail Manual Form No. 49.

LIST OF CONVICTS SELECTED FOR EXTRAMURAL LABOUR IN THE ______ JAIL AT ______

NOTE.—Paragraph 777 of the Jail Manual.

The undermentioned classes of convicts shall not be employed on extra-mural labour.

(1) Convicts under sentence of imprisonment for terms exceeding 5 years.
(2) Convicts belonging to any of the following classes:—
(a) dacoits;
(b) convicts who have previously escaped or have attempted to escape;
(c) poisoners;
(d) specially dangerous criminals who have been convicted of organized crime;
(e) residents of foreign territory or an Indian state;
(f) convicts for whom an order of serveillance under Section 565, Criminal Procedure Code, has been passed;
(g) convicts who have no fixed place of residence;
(h) convicts imprisoned under Section 109, Cr. P. C., who are not P. R.;
(i) convicts under the U. P. Excise Act, 1910.

Serial number.	Admission register number.	Name.	Caste.	Crime section.	Sentence.			Sentence passed including remission earned.			Sentence remaining after deducting remission earned.			REMARKS.
					Y.	M.	D.	Y.	M.	D.	Y.	M.	D.	

Certified that the entries have been checked with warrants, classification slips and remission cards and found correct. [No] convict recommended in this roll belongs to any [class for whom extramu]ral employment is prohibited.

No. ______ dated the ______ 193 .

Forwarded to the Inspector-General of Prisons, Ajmer-Merwara, and recommended for sanction as a special case.

Superintendent of Jail.

Jail Manual Form No. 50.

LIST OF FACTORY ORDERS FOR CARPETS, DURRIES, Etc , IN COURSE OF MANUFACTURE.

Loom No.	Factory Order No.	Date of Commencement.	Initials of Factory Officer	Date of Completion.	Initials of Factory Officer.	Remarks.

Jail Manual Form No. 51.

VEGETABLE CHART.

Showing time, depth, distance and the time they take to mature.

Name of vegetables.	Time of sowing.	Distance between rows.	Distance between plants.	Depth of plants.	Seed rate per acre.	Time taken to mature.
Asparagus	Septr. to Novr.	1½′	1½′	½′	2 lbs.	3 to 4 Months.
Artichoke globe	Aug. to Octr.	3′ to 4′	3′ to 4′	½″	1 lb.	4½ to 5 do.
Do. Jerusalem . .	March to May	3½′	3½′	3″	7 to 9 Mds.	8 to 9 do.
Arwi	Feb. to April	2½′ to 3′	6′ to 9′	4′ to 6′	10 or 11 „	10 to 11 do.
Banda	Feb. to April	4′ to 5′	3′ to 4′	6″	11 to 12 „	11 to 12 do.
Bottle gourd (Lauki) . . .	Feb. to July and Septr. to Novr. .	5′ to 6′	3′ to 4′	2″	2 to 3 lbs.	2 to 2½ do.
Bean, broad	July. to Novr.	2′ to 2½′	1′ to 1½′	2″	60 lbs.	2½ to 3 do.
Beans, dwarf (French) . .	July. to Novr.	1½′ to 2′	1½′	2″	60 lbs.	2 to 2½ do.
Beans, runner	July. to Novr.	2½′ to 4′	9″ to 12″	2″	25 to 30 lbs.	2 to 3 do.
Beet-root	Aug. to Decr.	1½′ to 2′	8″ to 18″	2″	4 to 5 lbs.	2 to 2½ do.
Brinjals	Feb. to March & June to Aug.-Octr.	3′ to 4′	2½′ to 3′	¼″	6 to 8 Ozs.	4 to 5 do.
Bitter gourd (Karela) . . .	Feb. to April and July to Octr. .	3′ to 4′	2½′ to 3′	1″	5 to 6 lbs.	2½ to 3 do.
Broccoli	Septr. to Novr.	2′ to 2½′	1½′ to 2′	½″	lb.	5 do.
Brussels sprouts . . .	Aug. to Octr.	2½′ to 3′	2′ to 2½′	½″	lb.	4 do.
Cauliflower	June to Aug. (acclimatised) & Septr. to Novr. imported.	3′ to 3½′	2½′ to 3′	½″	5 to 7 ozs.	3½ to 5 do.
Cabbage	Aug. to Novr.	3′ to 3½′	2½′ to 3½′	½′	8 to 9 ozs.	3½ to 4 do.
Capsicum	Aug. to Octr.	2′ to 2½′	2′	¼″	lb.	3½ to 4 do.

Celery	Aug. to Octr.	3′ to 4′	1′ to 1½′	1/8″	5 to 7 ozs.	4 to 5 do.
Chillies	Feb to Octr.	2′ to 2½′	1½′ to 2′	1/4″	6 ozs	3 to 4 do.
Cress (Water)	Octr to Novr.	1′ to 1½′	1′	1/4″	2 to 3 lbs.	3 to 4 do
Cress (Garden)	Septr to Feb	1′ to 1½′	1′	1/4″	6 lbs.	2½ to 3 do.
Chicory (Kasni)	Septr to Novr	1½′ to 2′	1½′	½″	4 to 5 lbs	3½ to 4 do.
Coriander	Septr to Novr	2′	1½′	½″	4 to 5 lbs	4 to 5 do.
China cabbage	Aug to Novr	2′ to 2½′	2′	½″	9 to 12 ozs	2½ to 3 do
Carrot	Aug to Novr	12″	9″	1/8″	4 to 5 lbs.	3 to 4 do
China Mustard	July to Novr	2′ to 2½′	1½′ to 2′	½″	1½ to 2 lbs	1 to 1½ do.
Cucumber	April to June and Octr to Decr	4′ to 5′	3′ to 4′	½″	3 lbs	2 to 2½ do
Chaulai (Sag)	April to July	12″	6″	½″	8 to 9 lbs	1 to 1½ do
Cape gooseberry	June to July	3′ to 4′	2½′ to 3′	½″	lb.	5 to 5½ do
Dill (Sowa)	Septr to Novr	1½′ to 2′	1′	½″	4 to 6 lbs	3 to 3½ do
Endive (vilaity kasni)	Septr to Novr	1½′ to 2	1′ to 1½′	½″	4 to 5 lbs	2½ to 3 do.
Fennel (Sounf)	Septr and Novr	1½′ to 2	1′ to 1½′	½″	4 to 5 lbs	4 to 4½ do.
Garlic	Octr and Novr	8″	8″	½″	6 to 7 Mds	5 to 5½ do
Ginger	May and June	1½′ to 2′	12″	4″	9 to 10 Mds	9 to 10 do.
Kakri	Feb to March and June to Sepr	4′ to 5′	3′ to 3½′	1′	1½ to 2 lbs	2 to 2½ do
Knol Khol	Aug to Novr	1½′ to 2′	12″	½″	lb	2 to 3 do.
Kulfa (Sag)	March to Aug	12″	12″	½″	8 to 9 lbs	1 to 1½ do
Lettuce	July to January	1½′	12″	1/8″	2½ to 3 lbs	1½ to 2 do
Leek (vilaity piaz)	Aug to Novr	8″	8″	½″	4 to 5 lbs	3 to 3½ do.

Jail Manual Form No. 51.

VEGETABLE CHART—*contd.*

Showing time, depth, distance and the time they take to mature—contd.

Name of vegetables.	Time of sowing.	Distance between rows.	Distance between plants.	Depth of plants.	Seed rate per acre.	Time taken to mature.
Lal Sag	March to July	12″	12″	½″	8 to 10 lbs.	1 to 1½ Months.
Ladies Finger (okra)	May to July	2′ to 2½′	1½′ to 2′	½″	7 to 8 lbs.	2 to 2½ do.
Lobia	June to July	4′	1½′	½″	30 to 40 lbs.	2 to 3 do.
Lima beans	Aug. to Octr.	3′	1′	2″	60 lbs.	2½ to 3 do.
Methi	Septr. to Novr.	1½′	1′	½″	5 to 6 lbs.	1 to 1½ do.
Maize	Feb. and July to Octr.	2½′ to 3′	1′	2″	10 to 15 lbs.	2 to 2½ do.
Mint	July to Octr.	12″	6″ by cutting.		—	—
Mursa Sag	April to July	1′ to 1½′	12″	¼″	6 to 8 lbs.	1 to 1½ do.
Musk Melon	January and February	4′ to 5′	3′ to 4′	½″	1½ to 2 lbs.	2½ to 3 do.
Mustard	All the year round (March to Septr.).	12″	12″	½″	8 to 10 lbs.	1½ to 2 do.
Onion	Aug. to Novr.	8″	8″	¼″	4 to 5 lbs.	3½ to 4 do.
Parsnip	Octr. to Novr.	1½′	8″ to 1′	½″	5 to 6 lbs.	3 to 3½ do.
Parsley	Septr. to Novr.	1½′	8″ to 12″	½″	4 to 4½ lbs.	3 to 3½ do.
Palak	Septr. to January	1′ to 1½′	1′	½″	8 to 10 lbs.	1 to 1½ do.
Peas	Septr. to Novr.	2′ to 2½′	6″	2″	60 to 80 lbs.	2½ to 3 do.
Peanuts	July to Septr.	2½′ to 3′	9″ to 12″	2″	60 to 70 lbs.	5½ to 6 do.
Potato (Plain var.)	Aug. to Octr.	2½′	6″	4″	6 Mds.	3 to 3½ do.

Potato (Hill var.)	Novr. to Decr.	2½′	6″	4″	6 Mds.	3 to 3½ cut them.
Pumpkin	Feb. to Aug.	2½′ to 3′	2′ to 2½′	1″	3 to 4 lbs.	2½ to 3 do.
Poisag	April to July	12″	12″	½″	6 to 8 lbs.	1½ to 2* do.
Phunt	June to Aug.	5′ to 7′	4′ to 5′	1″	2 to 2½ lbs.	2 do.
Radish	Aug. to January	1′ to 1½′	1′	½″	6 to 7 lbs.	1½ to 2½ do.
Radish (English, small)	July to January	8″	8″	½″	8 to 10 lbs	25 to 30 days.
Ram Turari	Feb. to July	3′ to 4′	2′ to 2½′	1″	4 to 6* lbs.	3½ to 4 Months.
Red gourd (Mitha Kadu)	Feb. to March and July to Octr.	4′ to 6′	3′ to 5′	2″	2 to 3 lbs.	3 to 4 do.
Roselle (Patwa)	May to July	4′ to 4½′	3′ to 3½′	1″	8 lbs.	4½ to 5 do.
Suatre-gourd (Chichinda)	Feb. to April and June to Aug.	3′ to 4′	3″	2″	3 to 4 lbs.	3 to 3½ do.
Sweet Potato	July to Aug.	2½′ to 3′	9″ by cutting.		—	6 to 7 do.
Spinach	Septr. to Feb.	1′	9″	½″	8 to 10 lbs.	1 to 1½ do.
Tomato	June to Decr.	3′ to 4′	2½′ to 3′	½″	4 to 5 ozs.	3½ to 4 do.
Turnips	July to January.	1′ to 1½′	9″ to 12″	½″	2½ to 3 lbs.	2 to 2½ do.
Tinda (Dilpasand)	Feb to April and June and July	4′ to 5′	2½′ to 3′	2″	4 to 5 lbs.	2 to 3 do.
Tori Kali	Feb. to March	4′ to 6′	3′ to 4′	2″	4 to 5 lbs.	2 to 3 do.
Tori Jhinga	Feb. to March	..	..	..	..	..
Tori Ghiya	Feb. to March	..	..	..	..	..
Turmeric	April to May	2′ to 2½′	1½′ to 2′	4″	10 to 12 Mds.	9 to 10 do.
Vegetable Marrow	Feb. to April and Octr.	4′ to 5′	3′ to 4′	2″	3 to 3½ lbs.	2 to 2½ do.
White gourd (Petha kadu)	May to July and Octr. to Novr.	5′ to 7′	4′ to 5′	2″	2½ to 3 lbs.	3 to 4 do.
Water Melon	Jan. to Feb.	5′ to 7′	4′ to 5′	2″	3 to 4 lbs.	3 to 4 do.

Jail Manual Form No. 51.

VEGETABLE CHART—*contd.*

Showing time, depth, distance and the time they take to mature—contd.

Name of vegetables.	Time of sowing.	Distance between rows.	Distance between plants.	Depth of plants.	Seed rate per acre.	Time taken to mature.
Lal Sag	March to July	12″	12″	½″	8 to 10 lbs.	1 to 1½ Months.
Ladies Finger (okra) . . .	May to July	2′ to 2½′	1½′ to 2′	½″	7 to 8 lbs.	2 to 2½ do.
Lobia	June to July	4′	1½′	½″	30 to 40 lbs.	2 to 3 do.
Lima beans	Aug. to Octr.	3′	1′	2″	60 lbs.	2½ to 3 do.
Methi	Septr. to Novr.	1½′	1′	½″	5 to 6 lbs.	1 to 1½ do.
Maize	Feb. and July to Octr. . . .	2½′ to 3′	1′	2″	10 to 15 lbs.	2 to 2½ do.
Mint	July to Octr.	12″	6″ by cutting.		—	—
Mursa Sag	April to July	1′ to 1½′	12″	¼″	6 to 8 lbs.	1 to 1½ do.
Musk Melon	January and February . . .	4′ to 5′	3′ to 4′	½″	1½ to 2 lbs.	2½ to 3 do.
Mustard	All the year round (March to Septr.).	12″	12″	½″	8 to 10 lbs.	1½ to 2 do.
Onion	Aug. to Novr.	8″	8″	¼″	4 to 5 lbs.	3½ to 4 do.
Parsnip	Octr. to Novr.	1½′	8″ to 1′	½″	5 to 6 lbs.	3 to 3½ do.
Parsley	Septr. to Novr.	1½′	8″ to 12″	½″	4 to 4½ lbs.	3 to 3½ do.
Palak	Septr. to January	1′ to 1½′	1′	½″	8 to 10 lbs.	1 to 1½ do.
Peas	Septr. to Novr.	2′ to 2½′	6″	2″	60 to 80 lbs.	2½ to 3 do.
Peanuts	July to Septr.	2½′ to 3′	9″ to 12″	2″	60 to 70 lbs.	5½ to 6 do.
Potato (Plain var.) . . .	Aug. to Octr.	2½′	6″	4″	6 Mds.	3 to 3½ do.

Potato (Hill var.) . . .	Novr. to Decr.	$2\frac{1}{2}'$	6″	4″	6 Mds.	3 to $3\frac{1}{2}$ cut them.
Pumpkin	Feb. to Aug.	$2\frac{1}{2}'$ to 3′	2′ to $2\frac{1}{2}'$	1″	3 to 4 lbs.	$2\frac{1}{2}$ to 3 do.
Poisag	April to July	12″	12″	$\frac{1}{2}''$	6 to 8 lbs.	$1\frac{1}{2}$ to 2* do.
Phunt	June to Aug.	5′ to 7′	4′ to 5′	1″	2 to $2\frac{1}{2}$ lbs.	2 do.
Radish	Aug. to January	1′ to $1\frac{1}{2}'$	1′	$\frac{1}{2}''$	6 to 7 lbs.	$1\frac{1}{2}$ to $2\frac{1}{2}$ do.
Radish (English, small) . .	July to January	8″	8″	$\frac{1}{2}''$	8 to 10 lbs	25 to 30 days.
Ram Turari	Feb. to July	3′ to 4′	2′ to $2\frac{1}{2}'$	1″	4 to 6* lbs.	$3\frac{1}{2}$ to 4 Months.
Red gourd (Mitha Kadu) . .	Feb. to March and July to Octr. .	4′ to 6′	3′ to 5′	2″	2 to 3 lbs.	3 to 4 do.
Roselle (Patwa) . . .	May to July	4′ to $4\frac{1}{2}'$	3′ to $3\frac{1}{2}'$	1″	8 lbs.	$4\frac{1}{2}$ to 5 do.
Suatre-gourd (Chichinda) . .	Feb. to April and June to Aug. .	3′ to 4′	3″	2″	3 to 4 lbs.	3 to $3\frac{1}{2}$ do.
Sweet Potato	July to Aug.	$2\frac{1}{2}'$ to 3′	9″ by cutting.		—	6 to 7 do.
Spinach	Septr. to Feb.	1′	9″	$\frac{1}{2}''$	8 to 10 lbs.	1 to $1\frac{1}{2}$ do.
Tomato	June to Decr.	3′ to 4′	$2\frac{1}{2}'$ to 3′	$\frac{1}{2}''$	4 to 5 ozs.	$3\frac{1}{2}$ to 4 do.
Turnips	July to January.	1′ to $1\frac{1}{2}'$	9″ to 12″	$\frac{1}{2}''$	$2\frac{1}{2}$ to 3 lbs.	2 to $2\frac{1}{2}$ do.
Tinda (Dilpasand) . . .	Feb. to April and June and July .	4′ to 5′	$2\frac{1}{2}'$ to 3′	2″	4 to 5 lbs.	2 to 3 do.
Tori Kali	Feb. to March	4′ to 6′	3′ to 4′	2″	4 to 5 lbs.	2 to 3 do.
Tori Jhinga	Feb. to March	..	..	..	..	..
Tori Ghiya	Feb. to March	..	..	..	..	..
Turmeric	April to May	2′ to $2\frac{1}{2}'$	$1\frac{1}{2}'$ to 2′	4″	10 to 12 Mds.	9 to 10 do.
egetable Marrow . . .	Feb. to April and Octr. . . .	4′ to 5′	3′ to 4′	2″	3 to $3\frac{1}{2}$ lbs.	2 to $2\frac{1}{2}$ do.
ird (Petha kadu) . .	May to July and Octr. to Novr. .	5′ to 7′	4′ to 5′	2″	$2\frac{1}{2}$ to 3 lbs.	3 to 4 do.
. . . .	Jan. to Feb.	5′ to 7′	4′ to 5′	2″	3 to 4 lbs.	3 to 4 do.

Jail Manual Form No. 54.

JAIL HOSPITAL.

Bed Head Ticket.

Register No. of 19 .

Name

Period in Jail Time of imprisonment

Age

Caste

Disease

Admitted into Hospital

Discharged Died

Month and date.	Treatment.	No. of diet.	Remarks.

Jail Manual Form No. 55.

TEMPERATURE CHART.

Name
Disease
Result

Age Sex

Occupation
Date of admission

Day of month.																															
Day of Disease.	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E	M E
FAN 106°																															
105°																															
104°																															
103°																															
102°																															
101°																															
100°																															
99°																															
98°																															
97°																															
96°																															
95°																															
Pulse.																															
Respr.																															
Stools.																															
Weight.																															
Urine. Quantity.																															
Urine. Sp. Gr. Reaction.																															
Urine. Albumen or Sugar.																															

Jail Manual Form No. 56.

KITCHEN No.__________

*Month*______________*19* .

Memo. showing the quantities of oil, salt and other condiments issued and the time at which they were mixed with the prisoners food.

Date.	Hour forenoon for first meal.	Quantities of—					Initial of Medical subordinate.	Hour afternoon for second meal.	Quantities of—					Initial of Medical Subordinate.
		Oil.	Salt.	Chillies.	Turmeric.	Amchur.			Oil.	Salt.	Chillies.	Turmeric.	Amchur.	
1														
2														
3														
4														
5														
6														
7														
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25														

Jail Manual Form No. 57.

APPLICATION FOR SANCTION TO PURCHASE.

Name of articles.	Balance.		When last purchased and *quantity* or number purchased	Quantity or *number* now required.	Rate.	Total cost.			Budget head to which chargeable.	Are funds available.	REMARKS.
	Serviceable.	Unserviceable.									
1	2	3	4	5	6	7			8	9	10
						Rs.	a.	p			

Sanctioned.

Superintendent.

Jail Manual Form No. 58.

APPLICATION FOR RE-APPROPRIATION OF FUNDS.

Detailed heads proposed to be re-appropriated from.	Amount.			Explanation for re-appropriation.	Detailed heads proposed to be re-appropriated to	Amount.			Explanation for re-appropriation.
	Rs.	a.	p.			Rs.	a.	p.	

No.   *Dated Ajmer, the*   *19* .

...nd Inspector General of Prisons, Ajmer-Merwara, Ajmer, for favour of sanction.

Superintendent.

Jail Manual Form No 69

PARTICULARS OF RAILWAY RECEIPTS RECEIVED AND DESPATCHED

Date of receipt or despatch	To whom or from whom	Number and date of Railway receipt	By Goods Train (G) Passenger Train (P)	Owner's Risk (O R) or Railway Risk (R R)	No of packages	Particulars of Contents	Weight						Amount paid			Amount to pay			Remarks.
							Actual			Charged for by Railway									
							M	s	c	M	s	c	Rs	A	P	Rs	A	P	

Jail Manual Form No. 60.

WEEKLY TEHSIL PRICE CURRENT.

Name of Jail ________________ For the week ending ________________ 19 .

Name of articles.	Rate per Rupee ?					
	1st Class.			2nd Class.		
	Mds.	Sr.	Ch.	Mds.	Sr.	Ch.
Wheat						
Gram						
Bajra						
Macca						
Rice						
Arhar						
Moong						
Urd						
Masoor						
Mustard Seed Yellow variety						
Mustard seed black or red						
Castor Seed						
Linseed						
Mustard Oil						
Mustard Oil cake						
Salt						
Chillies						
Firewood						
Sugar						
Amchur						
Tamarind						
Ghee						
Gur						

Forwarded to the Tehsildar of ________________
for favour of rates and early return.

Jailor.

Date ________________

Returned with rates duly filled in.

Tehsildar.

Date ________________

Jail Manual Form No 61.

DIET VOUCHER.

JAIL / LOCK-UP

Name of Jail ______________ *Month* ______________ *19* .

Aggregate number dieted

Class I				Class II				Class III			
Adult male labouring		Infirm		Adult female labouring		Labouring juveniles.		Non-labouring		Infirm	
Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice

Rate per day	Number of prisoners dieted	Articles	Quantity supplied			Average rate per rupee			Amount.		
			M	s	c	M	s	c	Rs	a	p
12 ch 10 ch		Flour combination No 1 (Wheat and Gram) .									
12 ch 10 ch		Flour combination No 2 (Bajra or Makka and Wheat) .									
2 ch		Parched Gram . .									
4 ch		Rice									
½ ch		Dal Arhar . .									
½ ch		Dal Mung									
½ ch		Dal Urd .									
3 ch		Vegetables . .									
4/25 ch		Mustard Oil . .									
		Chillies . . .									
		Salt									
		Turmeric . . .									
		Coal									
		Firewood . . .									
		Lemons . . .									
		Amchur . .									
		Carried over .									

Rate per day.	Number of prisoners dieted.	Articles.	Quantity supplied.			Average rate per rupee.			Amount.		
			M.	s.	c.	M.	s.	c.	Rs.	a.	p.
		Brought forward .									
		Total . . .									
		Deduct cost of lemons, chillies, vegetables, etc. supplied free of cost									
		Net amount (in words) Rupees									

	Rs.	a.	p.
Cost of articles etc., in hand on the last day of the month .			
Cost of articles purchased by cash *vide* detailed bill . .			
Ditto by invoice			
Total . .			
Cost of articles expended during the month as per voucher .			
Cost of articles in hand on last day of the month . .			

I certify that the balance shown in this memo. agrees with the balance in Register No. 17 and the Jail Ledger and that the number of prisoners dieted shown herein, is correct and agrees with the figures in the General Summary (Register No. 1).

Jailor. *Superintendent.*

l Manual Form No 62.

JAIL
LOCK UP

VOUCHER FOR HOSPITAL DIET

ame of Jail ______________ *Month* ______________ *193* .

The aggregate number of patients dieted.

Scale No I	Scale No II	Scale No III	Scale No IV	Scale No V	Total

Rate per head	Number of prisoners dieted	Articles	Quantity supplied			Average rate per rupee			Cost		
			M	s	c	M	s	c	Rs	a	p.
10 ch		Atta wheat . .									
4 ch 6 ch		Rice									
2 ch $1\frac{1}{4}$ ch		Dal									
1 Sr		Milk									
2 ch		Sago									
1 ch		Sugar . . .									
$\frac{1}{8}$ ch		Ghee									
3 ch		Vegetables . .									
$\frac{1}{16}$ ch		Spices . . .									
$\frac{1}{8}$ ch		Salt									
8 ch		Firewood . . .									
		Lemon . . .									
		Arrowroot . . .									
		Dahee . . .									
		Meat									
		Carried over .									

Rate per head.	Number of prisoners dieted.	Articles.	Quantity supplied.			Average rate per rupee.			Cost.		
			M.	s.	c.	M.	s.	c.	Rs.	a.	p.
		Brought forward . .									
		Total .									
		Deduct cost of vegetables, chillies and lemons supplied from jail garden									
		Net Amount (in words) Rupees									

	Rs.	A.	P.
Cost of articles, etc., in hand on last day of the previous month ...			
Cost of articles purchased by cash, *vide* detailed bill			
Ditto by invoice			
Total			
Cost of articles expended during the month as per voucher ...			
Cost of articles in hand on last day of the month			

I certify that the balance, shown in this memo., agrees with the balance in Register No. 17 and the Jail Ledger, and that the number of prisoners dieted shown herein, is correct and agrees with the figures in Registers Nos. 21 and 22.

Jailor. *Medical Officer.*

Jail Manual Form No 63

JAIL / LOCK UP.

VOUCHER OF MISCELLANEOUS CHARGES.

Name of Jail ____________ *Month* ____________ *193* .

No & date of authority for pur chase (if necessary)	No of voucher	Particulars	Amount			Total		
			Rs	a	p	Rs	a	p
		Carried over .						

No. & date of authority for purchase (if necessary).	No. of voucher.	Particulars.	Amount.			Total.		
			Rs.	a.	p.	Rs.	a.	p.
		Brought forward .						
		Total Rupees (in words)						

Superintendent.

l Manual Form No 64

FACTORY VOUCHER

Name of Jail——————— *Month*——————19 .

No of Voucher	Particulars	Amount			Total		
	Carried over .						

No. & date of authority for purchase (if necessary).	No. of voucher.	Particulars.	Amount.			Total.		
			Rs.	a.	p.	Rs.	a.	p.
		Brought forward .						
		Total Rupees (in words)						

St

Jail Manual Form No 65

JAIL
LOCK UP

LIST OF SUB-VOUCHERS ATTACHED TO DETAILED CONTINGENT BILL

Name of Jail——————— *Month*——————19

Serial No	Budget Head	Number of Sub vouchers	Amount			Name of payee	REMARKS
			Rs	as	p		

Jail Form 67.

LABELS FOR GOODS.

Description ________________________________

Size________________________________

Weight________________________________

Rate________________________________

Price________________________________

Factory Form No. 67.

Signature of Store-Keeper.

Factory Form No. 68.

INVOICE FOR SUPPLIES TO GOVERNMENT DEPARTMENTS.

*No.*____________ *Outstanding Debts Ledger page*____________

*Date*____________

The____________________Dr.

________________Jail Factory. Cr.

Date of supply.	Description of goods supplied.	Number or weight.	Rate.	Value.		
				Rs.	A.	P.

NOTE.—Total amount must be stated in words as well as figures.

Superintendent.

__________*Jail.*

Accepted credit will be afforded in the accounts for the month of__________193 .

The expenditure is debitable to____________________

(here state Budget head)

Signature of Receiving Officer.

Factory Form No 69

INVOICE FOR SUPPLIES TO JAILS.

*No.*__________ *Outstanding Debts Ledger page*__________

*Date*__________

__________Jail. Dr.

__________Jail Fy. Cr.

Date of supply	Description of goods supplied	Number	Weight	Cost price			Budget head
				Rs	A	P	
			Total				

NOTE —Total amount must be stated in words as well as figures

Accepted credit will be afforded in the accounts for the month of__________193 .

Superintendent. *Superintendent.*

__________*Jail.* __________*Jail.*

(*Receiving Jail*) (*Supplying Jail.*)

N B —This form should be used for supplies made from a Jail factory to another Jail factory of general department and for building materials of the same or another jail in this province

Factory Form No. 70.

LIST OF OUTSTANDING DEBTS AND ADVANCES FOR Jail department / Other department / Public.

For the______quarter ending 193 .

(A list of outstanding debts in this form should be submitted to the Inspector-General of Prisons on 1st October of each year.)

Page of Factory Register No. 9.	Name of customer.	Debit balance.			Credit balance.			Remarks.
		Rs.	A.	P.	Rs.	A.	P.	

N.B.—Dates of supply should be entered in the column of remarks for debts of more than two months standing.

Jail Form No. 71.

Cash Receipt of the Central Jail, Ajmer, for Rs. being the price of

रुपये आने पाई बाबत कीमत

मन सेर छटांक पड़त के भाव से अजमेर जेलखाने से

वसूल पाये.

दस्तखत.

तारीख सन १८३ ई०.

COL., I. M. S.,

Dated *193* . *Superintendent, Central Jail, Ajmer.*

Factory Form No. 70.

LIST OF OUTSTANDING DEBTS AND ADVANCES FOR Jail departmen / Other departmen / Public.

For the______quarter ending 193 .

(A list of outstanding debts in this form should be submitted to the Inspector-General of Prisons on 1st October of each year.)

Page of Factory Register No. 9.	Name of customer.	Debit balance.			Credit balance.			Remarks.
		Rs.	A.	P.	Rs.	A.	P.	

N.B.—Dates of supply should be entered in the column of remarks for debts of more than tw months standing.

Jail Form No. 71.

Cash Receipt of the Central Jail, Ajmer, for Rs. being the price of

रुपये आने पाई बाबत कीमत

मन सेर छटांक पड़त की भाव से अजमेर जेलखाने से

वसूल पाये.

दस्तखत.

तारीख सन १८३ ई०.

Dated 193 .

COL., I. M. S.,
Superintendent, Central Jail, Ajmer.

Factory Form No. 72.

PRICE LIST OF GOODS MANUFACTURED IN———JAIL FACTORY.

(*N.B.*—A new list should be prepared on 1st April each year and rates should be altered as often as may be necessary.)

Description of goods.	Rate.	Per.	Alterations in rates. (These should be dated and initialled by the Superintendent.)

Superintendent,
———Jail.

Factory Form No 73

LOOM TICKET

(To be retained in jail office for 2 years)

LOOM No | Reader (if any).

Factory order No | Weavers

Description of goods

Date	Number of—		Weight of thread supplied for Work					Weight of wool thread supplied for weft					Work done each day	Progressive total		Cuttings.	
	Weavers	Thread openers			Total					Total							
			S	C	M	s	c	S	C	M	s	c	Inches	Ft	In.	S	C
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	
19																	
20																	
21																	
22																	
23																	
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	

Jail Manual Form No. 74.

LABOUR TICKETS FOR PRISONERS WORKING IN GANGS.

________________ *Jail Factory.*

(Nature of work) ________________

Month ________________ *19* .

Date.	Number of prisoners employed.	Materials issued.	Weight of goods received.	Weight of Material returned.	Difference or loss in process of Manufactures.	Initials.

Totals should be carried in to Factory Register 32 weekly or after suitable intervals.

No. 75.

ULE SHOWING THE AUTHORISED LOSS IN THE CONVER-
)N OF RAW MATERIALS INTO MANUFACTURED GOODS.

Materials.	Maximum loss per 100 Mds	Remarks.
Cotton fabrics.		
on ropes	2	
uti Garha, bandage, turban and sheeting th, newar, dusters and net bags	3	
ain and striped durries without Kanta and ayer durries	4	
'owels and curtains Kantedar, flowered tapestry lurries	7	
Cotton carpets	20	
Mattings and Ropes.		
6 Moonjh Pounding	25	
7. Twisting balb or pounded moonjh (raw Ban)	10	
8. Pakka Ban from raw ban	10	
9 Weaving beddings or plain mats of moonjh and baib ban	8	
10 Weaving striped and flowered mats	12	
11. Pounding aloe leaves into fibre	95	
12 Twine and rope aloe fibre	10	
13. Twine and rope from hemp	10	
14. Weaving mats from hemp twine or aloe twine	6	
Blankets and woollen carpets.		
15 Wool teasing	15	
16 Wool spinning	3	
17 Weaving blankets from woollen yarn	2	
18 Dyeing of woollen yarn for carpets	10	
19 Weaving carpets from dyed woollen yarn 1st quality	40	
20 Weaving carpets from dyed woollen yarn 2nd and 3rd qualities	30	

Commissioner and Inspector
General of Prisons,
Ajmer-Merwara.

Factory Form No. 76.

FACTORY ORDER SLIP.

Date.	Annual serial number of orders.	Date of completion.

Customer's name and address.______________________________________

Description of goods required and full directions as to size and design.

Factory Officer.

Factory Form No 77

LIST OF TOOLS AND IMPLEMENTS USED IN ____________ FACTORY.

For the month of ____________ *19* . (*Vide para.* 119 (*b*) *J. M.*)

Name of tools and implements.	Number	Dates																															Remarks.
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Total .																																	
Initials of the Factory Officer counting the tools .																																	

Form No. 13.

LIST OF TOOLS IN BLACKSMITHS SHOP FOR ______________ 193 .

Serial number.	Name of tools.	Number of tools.	Dates. 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Remarks.
	Anvils . .																																	
	Adzes . .																																	
	Augers . .																																	
	Axes . . .																																	
	Bits Braces .																																	
	Chisels . .																																	
	Compasses . .																																	
	Files . .																																	
	Hammers . .																																	
	Pincers . .																																	
	Planes . .																																	
	Punches . .																																	
	Saws, hand .																																	
	Saws, Circular .																																	
	Saws, Cross cut .																																	
	Scissors . .																																	
	Screw driver .																																	
	Squares . .																																	
	Total .																																	
	Initials of the Factory Officer counting the tools.																																	

Jail Form No 79

STATEMENT No I.

tatement showing the Number and Disposal of Convicts in the Central Jail at Ajmer, for the month of__________193

1	2	3	4	5	6	7		8	9		10						11	12	13	14	15	16	
						Received from other Jails			Transfer to other Jails		Released during the month.												
						A.	B		A.	B	A	B	C	D By order of Government									
														E	F	G							
Sex.	Total aggregate number of prisoners during the month.	Daily average number of prisoners	Remained on the last day of month	Imprisoned during the month.	Total	To undergo sentence	In transit for transportation *en route* to other *Jails*, &c	Total population.	To undergo sentence	For transportation beyond seas &c	On appeal.	On expiry of sentence	On payment of fine	On account of sickness	On account of epidemics	For good conduct	Transported beyond seas	Transfer to Lunatic Asylum	Escaped	Executed	Died	Remaining on the last day of the month	Remarks.
Male				*																			
Female				†																			
TOTAL																							

AJMER CENTRAL JAIL,

*The*__________*193*

* Of this number boys under 16 years
† Of this number girls under 15 years

LT COL., I M S,
In-charge of Jail

NOTES 1 —This and the other statements numbered 1 to 7 only convicted prisoners are to be included.

2 —Debtors and others detained for fault of Government Revenue will appear in number 8

3 —The 'Total column 6 is obtained by adding together the totals of columns 4 and 5, and represents with sufficient accuracy the number of different individuals who have been in prison during the month.

4 —The "Total population,' column 8, is the sum of column 6 *plus* 7 and necessarily includes many who are counted more than once

5.—The "Daily average number, column 3 is obtained by adding together the number presented on each day of the month, *vide* column 2, and dividing the whole by the number of days in the month

6.—When prisoners are transferred from one Jail to another on their way to undergo transportation beyond seas, they should be entered by the transferring Jail in column 6, B and by the Jail which received them they should be entered in column 7, B When prisoners sentenced to transporation beyond seas are despatched from any Jail, so that they will leave the Province without passing through any other Jail in it, they should be entered in column 11

It will be observed that transportation applies only to those prisoners sent beyond seas Transportation to a Central Prison is regarded merely as a transfer

7 —When the gangs are employed extra-murally under the orders of Government No 1632-43, dated 28th October 1869, they should be considered as forming a separate Jail, and the name of the Jail, that is, of the place where they are employed, should be entered in italics in each statement.

STATEMENT No. II.

Statement showing the Religion, Age and Previous Occupation of the Convicts in Jail at Ajmer for the Month of *193* .

1	2							3				4													5		
	Religion.							Age.				Previous occupation.													Total.		
												Male.									Female.						
Sex.	A. Christians.			B.	C.	D.	E.	A.	B.	C.	D.	A.	B.	C.	D.	E.	F.	G.	H.	I.	J.	K.	L.	M.			
	a.	b.	c.																								
	European.	Eurasian.	Indian.	Mohammedans.	Hindus.	Buddhists and Jains.	All other Classes.	Under 16 years.	16 to 40 years.	40 to 60 years.	Above 60 years.	Of Independent property.	Agriculturists.	Labourers.	Shopkeepers and Traders.	Artizans.	Domestic servants.	Miscellaneous occupations.	Government servants.	No occupation.	Married.	Unmarried.	Widowed.	Prostitutes.	Male.	Female.	Total.
Male .																											
Female .																											
TOTAL .																											

NOTE.—It is of importance that the particulars given in this, and also in No. 3, should not include the same individual more than once, and hence all transfers should be omitted.

The totals should correspond with the number in column 5, Statement 1 : "Imprisoned during the month ". But they should do so with the "Total" column 6, for January only, as the number remaining on the last day of the previous year (31st December) is to be included in that month.

AJMER CENTRAL JAIL ;
Dated 193 .

LT.-COL., I.M.S.,
In charge of Jail , Ajmer.

STATEMENT No. III.

Showing the offences committed by the convicts, and the punishment inflicted on them in the Jail of Ajmer during the month of 193 .

—	Male.	Female.	Total.
1. Average number of convicts			
2. Criminal offences			
3 Breaches of Jail rules :—			
(a) Smoking or having possession of forbidden articles			
(b) Offences relating to work			
(c) Other offences against prison discipline . .			
4. Punishment inflicted :—			
A: By Criminal Court			
B. (a) Solitary confinement			
(b) Solitary confinement with reduced diet . .			
(c) Reduced diet			
(d) Corporal punishment			
(e) Other punishment			
C. Total punishment			
5. Ratio of column 4C to column 1			
6. Remarks			

AJMER CENTRAL JAIL : }
The 193 . }

LT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. IV.

Showing the convicts in the Jail of Ajmer, during the month of 193 , according to the nature and length of sentence.

1	2	3 Numbers according to length of sentence.																						4 Total.			5 Remarks.
Letter indicating nature of imprisonment.	Nature of imprisonment.	A. Not exceeding one month.		B. Above one month and not exceeding three months.		C. Above three months and not exceeding six months.		D. Above six months and not exceeding one year.		E. Above one year and not exeeding two years.		F. Above two years and not exceeding five years.		G. Above five years and not exceeding ten years.		H. Exceeding ten years.		I. Sentenced to transportation beyond sea. A. For life.		I. Sentenced to transportation beyond sea. B. For a term.		J. Sentenced to death.					
		M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
A.	Simple																										
B.	Rigorous																										
C.	Do. with solitary cell .																										
D.	Do. with whipping .																										
	Total .																										

NOTE.—See note on Table 2.
In class IX, transported, only those should be included who are transported beyond seas.

AJMER JAIL OFFICE,

The __________ 193 .

LT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No V.

Showing the convicts in the Ajmer Central Jail, during the month of 193 , who had been previously convicted

	Male	Female	Total
1 Number admitted during the month .			
2 Numbers previously convicted —			
(a) Once			
(b) Twice			
(c) More than twice			
(d) Total ..			
*3 Ratio of column 1 to column 2 (d) .			
4 Juvenile prisoners under 16 years of age (Section 399 of the Criminal Procedure Code) :—			
(a) Number admitted during the month .			
(b) Number previously convicted . . .			
5 Remarks			

* Column 3 should include figures under column 5

AJMER JAIL OFFICE.
The 193 .

LT COL., I M S,
Superintendent, Central Jail, Ajmer

Jail For **SONERS.**

VIII

IX.— epidemic disease or excessive sickness

immediately submitted, the original

X.— nformation of the Inspector-General of

he Sanitary Commissioner with the

XI.—

XII

Remarks by Medical Officer.

The 193 . *Superintendent, Central Jail, Ajmer.*

STATEMENT No. VIII.

Statement showing particulars regarding Civil and Revenue prisoners in the Central Jail at Ajmer during the month of 193 .

	Male.	Female.	Total.
1. Number remaining at close of previous month...........			
2. Number received during the month.........................			
3. Total population..			
4. Daily average number...			
5. Released during the month..................................			
6. Escaped..			
7. Transferred..			
8. Died..			
9. Remaining on last day of the present month.............			
10. Capacity of barracks at 36 superficial feet..............			
11. Average number of prisoners of above capacity..........			
12. Average number of prisoners below capacity..............			
13. Hospital:—			
(a) Number remaining in hospital at close of the last month.			
(b) Number admitted into the hospital during the month.			
(c) Total admission..			
(d) Number cured, discharged, etc.,.........................			
(e) Died..			
(f) Number remaining in hospital at close of the present month.			
(g) Daily average number of sick..............................			
(h) Ratio of deaths per cent. of average strength........			
14. (a) Guard and establishment................................			
(b) Other charges...			
(c) Total cost..			
(d) Average cost per prisoner...................................			

AJMER JAIL OFFICE:
Dated 193 .

LT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT D XI.

Showing the Nature of the Crimes for which Convicts are imprisoned, during the month of 193

Section of Penal Code Classified	A		B		C		D		E		F		G		H		I				J		Station.		
	One month		Above one month and not exceeding 3 months.		Above 3 and not exceeding 6 months		Above 6 months and not exceeding one year		Above one year and not exceeding 2 years		Above 2 and not exceeding 5 years		Above 5 and not exceeding 10 years		Above 10 years		SENTENCED TO TRANSPORTATION BEYOND SEAS				Sentenced to death.				
																	A. For life		B For term						
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total
Total																									

AJMER CENTRAL JAIL,
19

LIEUT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

NO. (1).

Monthly return of under-trial prisoners in the lock-up of Ajmer Jail for the month of 193 .

——	Male.	Female.	Total.
1. Monthly aggregate of the daily number of prisoners under trial.			
2. Daily average of foregoing			
3. Remaining on the last day of the past month . .			
4. Admitted during the month :—			
(*a*) By order of Magisterial authorities in the district.			
(*b*) By order of Civil authorities and in the Abkari, etc.			
(*c*) Under special order of Government for State reasons.			
(*d*) Recaptured after escape			
5. Transferred from other districts for trial . . .			
6. Total of items Nos. 3 to 5			
7. Discharged :—			
(*a*) Without trial			
(*b*) Acquitted after trial			
8. Convicted and sentenced			
9. Transferred			
10. Total of items 7 to 9			
11. Escaped			
12. Died			
13. Remaining in Hawalat on last day of the month .			
14. Committed to the sessions during the month out of column 13.			
15. Remarks			

AJMER CENTRAL JAIL; }
The 193 . }

LIEUT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

Jail Form No X.

Certified that the Superintendent, Jail, visited the Jail at night on one occasion during the month of 193 , *i.e.*, on the 19 .

LIEUT.-COL, I.M.S,
Superintendent, Central Jail, Ajmer.

AJMER CENTRAL JAIL;
Dated the *193* .

Jail Form No. 80.

LIST OF PRISONERS AWAITING TRIAL IN MAGISTRATE'S COURT WHO HAVE BEEN DETAINED OVER A MONTH.

Serial Number.	Name.	Crime.	Date of admission into Hawalat.	Name of Court.	REMARKS.

AJMER CENTRAL JAIL ;

The 193 .

Superintendent.

Jail Form No 81

NUMERICAL RETURN OF CLASS A AND B CONVICTS FOR THE YEAR 193 .

Month.	Number at the end of previous month.			Number admitted during the month			Total			Number Released			Number remaining at the end of the month under report			Remarks.
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
January . . .																
February . . .																
March																
April																
May																
June																
July																
August																
September . . .																
October . .																
November . .																
December . . .																

AJMER CENTRAL JAIL,
The ―――――― 193 .

Superintendent.

Jail Form No. 82.

HALF-YEARLY RETURN OF MOGHIAS IN THE CENTRAL JAIL, AJMER, DURING THE HALF-YEAR ENDING THE

(Forwarded to the Inspector General of Police, Ajmer-Merwara, and Police Assistant to the Hon'ble the Resident for Rajputana.)

Serial No.	Register No.	Names.	Father's Name.	Caste.	Residence.	Crime.	Term.	Date of Sentence.	Date of Release.

AJMER CENTRAL JAIL,
The ________ 193 .

Superintendent.

Jail Manual Form No 83

STATEMENT SHOWING MAINTENANCE CHARGES OF CONVICTS OF INDIA STATES.

*Confined in the*________________*Jail during the year 193* .

Serial No.	Admission number	Convicts name	Date of arrival in the Jail	Resident of	Place of conviction	By what court sentenced	Casualties	Maintenance Charges			Remarks.
								Rs	a	p	

*Dated*____________*Jail.*
*The*____________*193* .

Superintendent.

Jail Manual Form No. 84.

STATEMENT No. 1.

General Summary—Distribution of the Prisoners of all classes (Convicted, Under-trial and Civil) confined in the Jail of Ajmer-Merwara during the year 193 .

Province.	Prisoners in Jail at the beginning of the year.			Received during the year.			Total.			Discharged from all Causes.			Remaining at the end of the year.			Daily Average Number of Prisoners.		
	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.
Ajmer-Merwara																		

Ajmer;
Th 193 .

Lieut.-Col., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No 2

Civil Surgeon's monthly return of sick and casualties amongst the under-trial prisoners in the lock-up of Ajmer Jail for the month of ______________ 193 .

1	2	3	4	5	6	7	8				9	10				11	12
Sex	Daily average number of under trial prisoners as per column 3 of Statement No 1	Daily average number receiving medical aid during the month	Number of sick remaining in lock up dispensary and Jail Hospital on the last day of the past month	Number of sick admitted during the month.	Total number of patients during the month	Cured and discharged during the month	Number of Deaths during the month				Number of sick remaining in lock up dispensary and Jail Hospital on the last day of the month	Rate per cent of				Number of sick sent to Jail Hospital and dispensary during the month (out of column 5)	Civil Surgeon's explanations of any increased sickness in the lock up
							In lock up	In Jail Hospital	In dispensary	Total		Total sick to strength	Average sick to strength	Deaths to strength	Deaths to sick		
Male . .																	
Female . .																	
Total .																	

AJMER CENTRAL JAIL,
The   *193* .

Superintendent, Central Jail, Ajmer.

STATEMENT No. 4.

Nature and Length of Sentences of Convicts admitted into the Jails and Subsidiary Jails of Ajmer-Merwara, during the year 193 .

Pro	No	nd ging ns.		Above 6 months and not exceeding 1 year.		Above 1 year and not exceeding 5 years.		Above 5 years and not exceeding 10 years.		Exceeding 10 years.		Sentenced to Transportation beyond Seas.				Sentenced to Death.		Total.		
												For life.		For Term.						
		Male	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Total.

Lieut.-Col., I. M. S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 5

Number of Convicts admitted into the Jails and Subsidiary Jails of Ajmer-Merwara during the year 193

Province.	Number admitted			Number previously convicted						Ratio per cent of total number previously convicted to number admitted during the year			Juvenile under 16 years of age Section 399 of the Criminal Procedure Code						Remarks.
				Once		More than once		Total.					Number admitted during the year			Number previously convicted			
	Male	Female	Total.	Male	Female	Male	Female	Male	Female	Male	Female	Total.	Male.	Female	Total.	Male	Female	Total.	
Ajmer Merwara .																			

The Ajmer, 193 .}

Lieut-Col., I. M. S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 6.

Average number of Convicts sentenced to labour and the nature of their employment in Jail of Ajmer-Merwara, during the year 193 .

Province.	Not sentenced to labour.	Under sentence to labour on working days.	Sick, convalescent and infirm, and not employed for other reasons.	On unremunerative labour.	On Prison duties.			On Jail building.	Manufactures.	Public Works.	Hired out to Municipalities, private individuals or Departments other than Public Works Department.	Ratio per cent. on number under Sentence of Labour of those employed as below.		Remarks.
					Prisoners, Officers and Servants.	Gardening.	Preparing articles of use, *i.e.*, wheat grinding, etc.					Prisoners, Officers and Servants.	On Manufactures.	
Merwara														

AJMER;

The 193 }

LIEUT.-COL., I.M.S.,

Superintendent, Central Jail, Ajmer.

STATEMENT No 7.

Offences committed by convicts and the punishment inflicted on them in the Ajmer Jail during the year 193 .

			Offences dealt with by Superintendent.		PUNISHMENT.															
						By Superintendent.														
						Minor.						Major.								
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Other punishment.	Total	Separate cellular and solitary confinement.	Penal diet with solitary confinement.	Fetters.	Corporal punishment	Other punishment.	Total.		Grand Total of punishments	Remarks.

STATEMENT No. 8.

Expenditure (in Rupees in guarding and maintaining the Prisoners in the Jails and Subsidiary Jails of Ajmer-Merwara, excluding the cost of building new Jails of additions and alterations); also the cash earnings of the Prisoners and the net cost to Government during the year 193 .

Province.	Daily average number of Prisoners.	Establishment.		Dieting Charges.			Hospital Charges.				Clothing and bedding of Prisoners.		Sanitation Charges.		Charges for moving Prisoners.		Charges for other miscellaneous service and supplies.		Travelling Allowance.	
		Total Cost.	Cost per head of average strength.	Rations.	Total cost.	Cost per head of average strength excluding Civil Prisoners.	Diet.	Medicines, Hospital bedding, clothing, etc.	Total cost.	Cost per head of average number of sick.	Total cost.	Cost per head of average strength excluding Civil Prisoners.	Total cost.	Cost per head of average strength.	Total cost.	Cost per head of average strength.	Total cost.	Cost per head of average strength.	Total cost.	Cost per head of average strength.
Ajmer-Merwara																				

STATEMENT No. 8—*continued.*

Contingencies.		Extraordinary charges for live stocks and tools and plant likely to be lost for three years.		Grand Total of Expenditure.	Total cost per head of average strength.	Total cash earnings.	Net cost to Government.	Average Net cost per head of average strength	Remarks.
Total.	Cost per head of average strength	Total cost.	Cost per head of average strength.						

Ajmer; }
The 193 . }

Lieut.-Colonel, I. M S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 9.

Sickness and Mortality among Prisoners of all classes (Convicted, Under-trial and Civil) in the Jails of Ajmer-Merwara during the year 193 . (Number admitted into Hospitals and number of Deaths.)

Province.	Number of Prisoners that can be accommodated in the parts of the Jails assigned to Convicts, Under-trial and Civil Prisons respectively but inclusive of Hospital and Observation Cells.			Daily average strength.			Maximum population on any one day.			Number admitted into Hospital.			Daily average number of Sick.			Number of Deaths in and out of Hospital.		
	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.
Ajmer-Merwara.																		

LIEUT.-COLONEL, I.M.S.,

Superintendent, Central Jail, Ajmer.

STATEMENT No. 10.

Sickness and Mortality among Prisoners of all classes (Convicted, Under-trial and Civil) in Jails of Ajmer-Merwara during the year 193 .

Province.	Ratio per mille of average Strength												Remarks.
	On admission into Hospital.			Of daily average number of sick			Of deaths from all causes except cholera			Of deaths from all causes in and out of hospital			
	Male.	Female	Total.	Male	Female	Total.	Male	Female	Total	Male	Female	Total.	
Ajmer Merwara													

Ajmer;
The 193 .

Lieut.-Colonel., I. M. S.,
Superintendent, Central Jail, Ajmer.

Conditions of the Prisoners discharged from the ... and Civil) in the Jails of Ajmer-Merwara ... number of Deaths.)

Province.	Number discharged during the year.	Number who had neither lost nor gained	Number who had gained ...					Number of Deaths in and out of Hospital
			Up to 5 lbs.	Over 5 lbs.	Total			

STATEMENT No. II.

Statement showing the Religion; Age, and previous Occupation of the Convicts in Jail at Ajmer for the year 193 .

1	2							3				4													5		
	Religion.							Age.				Previous occupation.													Total.		
												Male.									Female.						
	A. Christians.			B.	C.	D.	E.	A.	B.	C.	D.	A.	B.	C.	D.	E.	F.	G.	H.	I.	J.	K.	L.	M.			
Sex.	a. European.	b. Eurasian.	c. Indian	Mohammedans.	Hindus.	Buddhists and Jains.	All other Classes.	Under 16 years.	16 to 40 years.	40 to 60 years.	Above 60 years.	Of Independent property.	Agriculturists.	Labourers.	Shopkeepers and Traders.	Artizans.	Domestic servants	Miscellaneous occupations.	Government servants.	No occupation.	Married	Unmarried.	Widowed.	Prostitutes.	Male.	Female.	Total.
Male																											
Female . . .																											
TOTAL .																											

NOTE—It is of importance that the particulars given in this, and also in No 3, should not include the same individual more than once, *and hence all transfers should be omitted.*

The totals *should* correspond with the number in column 5, Statement I: "Imprisoned during the month." But they should do so with the "Total" column 6, for *January only*, as the number remaining on the last day of the previous year (31st December) is to be included in that month.

AJMER CENTRAL JAIL;
The 193 .

LT.-COL., I.M.S.,
In-charge of Jail, Ajmer.

STATEMENT No. III.

The female column should be filled in *in red ink.*

Statement showing the Convicts admitted into the Jail at Ajmer, during the year and those remaining on the 31st December of that year, according to nature and the length of sentence.

1	2																						3		
	NUMBERS ACCORDING TO LENGTH OF SENTENCE.																								
Nature of imprisonment of those admitted.	A.		B.		C.		D.		E.		F.		G.		H.		I.				J.		TOTAL.		
	Not exceeding one month.		Above one and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		*Sentenced to transportation beyond seas.*				Sentenced to death.				
																	a		*b*						
																	For life.		For a term.						
	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.
A—Prisoners sentenced to simple imprisonment.																									
B—Prisoners sentenced to rigorous imprisonment.																									
C—Prisoners sentenced to rigorous imprisonment with solitary confinement.																									
D—Prisoners sentenced to rigorous imprisonment with whipping.																									
Total Admissions*																									
Total† remaining on 31st December 193 .																									‡

*Prisoners admitted during the year should only be shown here, *vide* column 5 of Monthly Statement No. I, from January to December.

†Classes A, B, C and D should be amalgamated for this total. Prisoners who escaped and were recaptured during the year should not be shown in this and Annual Statement No. IV.

‡This figure should tally with those shown in column 10 of Monthly Return No. I for December.

AJMER JAIL OFFICE;
The 193 .

Superintendent, Central Jail, Ajmer.

STATEMENT No. IV.

Statement showing the Convicts admitted into the Ajmer Jail during the year who had been previously convicted.

Sex.	1	2				3	4		5
	Number admitted during the year.	*Number previously convicted*				Ratio of Col. 2 D to Col. 1.	*Juvenile prisoners under 16 years of age (Section 399 of the Cr. P Code)*		REMARKS.
		A	B	C	D		A	B	
		Once	Twice	More than twice	Total.		Number admitted during the year	Number previously convicted.	
ale . . .									
emale . .									
Total .	(a)						(b)		

(a) In column 1 will be entered the prisoners admitted during the year, *vide* column 5 of Monthly Statement No I, from January to December
Numbers in column 2 will be inclusive of the numbers in column 4
(b) The figures in column 4 A should tally with those shown in column 3 A of Monthly Return No II for the year

AJMER JAIL OFFICE,
The *193* }

Superintendent, Central Jail, Ajmer.

STATEMENT No. XIV (FINANCIAL).

Showing the net cost of the prisoners in the Ajmer Central Jail for the year 193 .

1	2	3	4	5	6	7	8	9
Serial Number.	Name of Jail.	Total cost of maintenance (column No. 9 of Statement No. X).	Average cost of maintenance per head (column No. 10 of Statement No. X).	Total cash earnings (column No. 11 of Statement XIII).	Average cash earnings per head of Average. Strength.	Net cost of Government (column No. 3 *less* column No. 5).	Average net cost per head of Average Strength (column No. 4 *minus* column No. 6).	Remarks.

To calculate cash earnings per head " for column No. 6 of this statement the total cash earnings in column No. 5 should be devided by the total of column No. 3, Statement X.

AJMER JAIL OFFICE ;

The *193* .

Superintendent, Ajmer Central Jail.

STATEMENT No XV (Vital).

Showing the sickness and mortality among the prisoners of all classes in the Ajmer Central Jail during the year 193 .

1	2	3			4			5			6			7			8			9			10			11			12														
Serial Number.	Name of Jail.	No of prisoners that can be accommodated in the parts of the Jail devoted to convicts U T C P respectively but excluding of Hospital and observation cells			Average daily Strength.			Maximum population on any one day			Number admitted into Hospital.			Daily average number of sick			Number of deaths in and out of Hospital			Deaths from fever			Deaths from Bowel Complaint			Deaths from cholera			Ratio per mille of Average strength														
																														A of admission into Hospital.			B of daily average sick.			C of deaths from cholera			D of deaths from all other cases.			E. of deaths from all cases both in and out of Hospital.		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
1	Ajmer Central Jail																																										
2	Convicts																																										
	Under trial																																										
	Civil prisoners																																										
	Total																																										

AJMER JAIL OFFICE

The 193

Superintendent, Ajmer Central Jail.

STATEMENT No. XVI—VITAL.

Showing the admission and deaths from the chief disease among the convicts in the Central Jail, Ajmer, during the year 193 .

1	2																						3												4
Class of Prisoners.	A.		B.		C.		D.		E.		F.		G.		H.		I.		J.		K.		Ratio of admission and deaths per mille of average strength from												Remarks.
	Cholera.		Dysentery.		Malarial fever.		Other diseases of group A, Sub-group (i).		Tuberolo of the lungs Homopthsis onemciovic oil-thesis.		Anæmia and diability.		Pneumonia.		Other respiratory Diseases.		Diarrhœa.		Abscess Boils and Ulcers of all kinds.		Total.		Cholera.		Dysentery.		Malarial fever.		Diarrhœa.		Pneumonia.		All causes.		
	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	

Superintendent, Central Jail, Ajmer.

AJMER JAIL OFFICE;
193 .

STATEMENT No XVII—VITAL.

Showing the mortality according to age among the convicts in the Ajmer Central Jail during the year 193 .

1	2	3						4						5						6						7					
Serial Number	Name of Jail	Under 16 years						16 to 40 years						40 to 60 years						Over 60 years						TOTAL.					
		Average number *		Deaths		Ratio of deaths per mille of average No		Average number *		Deaths		Ratio of deaths per mille of average No		Average number *		Deaths.		Ratio of deaths per mille of average No		Average number *		Deaths		Ratio of deaths per mille of average No		Average number *		Deaths.		Ratio of deaths per mille of average No	
		M	F	M	F	M	F	M	F	M	F.	M.	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F.	M	F
1	Ajmer Central Jail . . .																														

* The average number must be obtained by means of a monthly census.

Superintendent, Central Jail, Ajmer.

AJMER JAIL OFFICE,
The 193 .

STATEMENT No. XVIII (VITAL).

Showing the mortality among the convicts in the Ajmer Central Jail during the year according to the length of time passed in Jail.

1	2	3 Under 6 months in Jail.						4 From 6 to 12 months.						5 From 1 to 2 years.						6 From 2 to 3 years.						7 From 3 to 7 years.						8 Over 7 years.						9
Serial Number.	Name of Jail.	Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Remarks.
		M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	
1	Ajmer Central Jail.																																					

* The average number must be obtained by means of a monthly census.

AJMER JAIL OFFICE:
The 193 .

Superintendent, Central Jail, Ajmer.

STATEMENT No XIX

Showing particulars regarding prisoners under trial in the Ajmer Central Jail during the year 193 .

1	2	3		4		5			6			7			8			9			10			11			12			13
Serial Number	Name of Jail.	Number remaining at close of previous year		Number received		TOTAL.			Average daily number			RELEASED			Convicted and sentenced			Transferred			In Camp			DIED			Remaining on 31st December, 193			REMARKS.
		M	F	M	F	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	

AJMER JAIL OFFICE;

The______________193 .

Superintendent, Ajmer Central Jail.

STATEMENT No. A.

Showing the number and amount of accommodation for each class of Prisoners in the Ajmer Central Jail at the close of the year 193 .

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Description of Accommodation.	Number of prisoners who could be accommodated on 31st December, 193 , in the part of the Jail devoted.														Superficial area as per prisoners in square yards in the enclosures (ward and workshops) to which the prisoners are ordinarily confine	Amount spent for Jail building during the year 193 .		Remarks.
	Hospital.		Absentation Cells.		Civil prisoners.		Under-trial.		Europeans.		Juvenile convicts.	Female convicts.	Male convicts	Grand Total.		By Jail Department.	By Public Works Department.	
	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.								

STATEMENT No. B.

Showing the condition of prisoners discharged from the Central Jail, Ajmer, during the year 193 .

1	2	3					4					5
Number discharged during the year	Number who had neither lost nor gained weight in Jail.	Number who gained weight					Number who lost weight.					Remarks.
		Up to 1 lb.	From 1 to 5 lbs	From 5 to 10 lbs.	Over 10 lbs	Total.	Up to 1 lb.	From 1 to 5 lbs	From 5 to 10 lbs	Over 10 lbs	Total.	

AJMER CENTRAL JAIL.

Dated 193 .

Superintendent, Ajmer Central Jail.

STATEMENT No. A.

Showing the number and amount of accommodation for each class of Prisoners in the Ajmer Central Jail at the close of the year 193 .

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Description of Accommodation.	Number of prisoners who could be accommodated on 31st December, 193 , in the part of the Jail devoted.														Superficial area as per prisoners in square yards in the enclosures (ward and workshops) to which the prisoners are ordinarily confine	Amount spent for Jail building during the year 193 .		Remarks.
	Hospital.		Absentation Cells.		Civil prisoners.		Under-trial.		Europeans.		Juvenile convicts.	Female convicts.	Male convicts	Grand Total.		By Jail Department.	By Public Works Department.	
	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.								

STATEMENT No. B.

Showing the condition of prisoners discharged from the Central Jail, Ajmer, during the year 193 .

1	2	3					4					5
		Number who gained weight					Number who lost weight					
Number discharged during the year	Number who had neither lost nor gained weight in Jail	Up to 1 lb.	From 1 to 5 lbs	From 5 to 10 lbs.	Over 10 lbs	Total	Up to 1 lb	From 1 to 5 lbs	From 5 to 10 lbs	Over 10 lbs	Total	Remarks.

TRAL JAIL.

193 .

Superintendent, Ajmer Central Jail.

Pro formâ Accounts of the Ajmer Central Jail Manufacture for the year 193 .

1	2	3			4	5	6	7	1			2			3	4	5	6
		Opening balance on 1st January, 193							Sale during the year.			Closing balance of stores on the 31st December, 193 .						
		A.	B.	C.					A.	B.	C.	A.	B.	C.				
Serial Number.	Name of Jail.	Raw Material.	Manufactured stores.	Stores in process of Manufacture.	Purchase of Raw Material.	Miscellaneous expenditure (including transfer from the Jail.)	Factory earnings (gross).	Total.	Cash realised.	Adjustment for supplies to Government Department and the Jails.	Accounts awaiting realisation.	Raw Materials.	Manufactured stores.	Stores in process of Manufacture.	Depriciation in value of write-off of stores of rates having been reduced.	Loss in working.	Total.	Remarks.

AJMER JAIL OFFICE,

The 193 .

Superintendent, Ajmer Central Jail.

Statement showing the balance of manufactured Articles standing on 1st January 193 and 31st December 193 .

No	Articles	Balance on						Remarks
		1 1 193 .			31 12 193 .			
	TOTAL .							

Superintendent Ajmer Central Jail.

Statement showing the balance in the process of manufacture Stock Book on 1st January 193 .

No.	Name of Articles.	Balance on				Remarks.
		1-1-193 .		31-12-193 .		
	TOTAL .					

Superintendent, Ajmer Central Jail.

Statement showing the balance of raw material Stock on 1st January 193 , and 31st December 193 .

No	Articles.	Balance on						Remarks
		1st January 193 .			31st December 193 .			
	TOTAL .							

Superintendent,
Ajmer Central Jail.

Depreciation in the price of manufactured goods during the year 193 .

1

2

3

4

TOTAL .

Superintendent.

Statement showing the outstanding due to the Jail Factory on the 31st December 193 .

No	Names	Amount to be realised			Remarks
		Rs	As.	P	

Superintendent, Ajmer Central Jail.

Statement showing the nature of the crimes for which convicts were imprisoned in the Central Jail, Ajmer, during the year,

The female column to be filled in *red ink.*

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence not exceeding																									
				A.		B.		C.		D.		E.		F.		G.		H.		I.				J.					
																				Sentenced to transportation beyond seas.									
																				A.		B.							
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Abve five years and not exceeding ten years.		Exceeding ten years.		For life.		For a term.		Sentenced to death.		Total.			Remarks.
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total	
1	VI	All Sections .	Offences against the State .																										
2	VII	Do. .	Do. relating to the Army and Navy.																										
3	VIII	Do. .	Offences against the Public Tranquillity.																										
4	IX	162, 163, 170 and 171.	Offences by the others relating to public servants.																										
5	..	All other sections.	Offences by public servants .																										
6	X	All sections .	Contempt of the lawful authority of public servants.																										
7	XI	173, 200 to [illegible].	False evidence and the like, and false personation in a suit or criminal proceeding.																										

8	XI	201 to 204 .	Causing disappearance of evidence and omitting to inform or giving false information regarding an offence.																									
9	,,	206 to 210 .	Fraudulent claims, decrees, disposals of property.																									
10	,,	211 . .	Making false criminal charges																									
11	,,	212, 216, 221 to 227.	Harbouring offenders, compounding, offences, resisting apprehension and the like.																									
12	,,	217 to 223 .	Offences by public servants against public justice.																									
13	,,	228 to 229 .	Interrupting public servant and personating juror or assessor.																									
14	XII	241 to 254 .	*Lighter offences relating to coin.*																									
15	,,	All other sections.	Graver offences relating to coin and stamps.																									
16	XIII	*All Sections* .	Offences relating to weights and measures.																									
17	XIV	254 to 289 .	Offences affecting the public health and safety.																									
18	,,	290 and 291 .	Nuisances																									
19	,,	292 to 294A .	Obscene books and lotteries																									
20	XV	*All Sections* .	Offences relating to religion .																									
21	XVI	302, 303 and 307.	Murder and attempt to murder.																									

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence not exceeding																									
				A.		B.		C.		D.		E.		F.		G.		H.		I.				J.					
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		Sentenced to transportation beyond sea.				Sentenced to death.		Total.			Remarks.
																				A. For life.		B. For a term.							
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
45	XVII	447 and 448 .	Simple trespass and house-trespass.																										
46	,,	449, 450, 459 and 460 .	House breaking in order to commit offences punishable with death or transportation for life and causing death or grievous hurt in house breaking.																										
47	,,	451 to 458 .	House breaking and house trespass.																										
48	XVIII	465 to 489 .	Forgery and offences relating to trade and property marks.																										
49	XIX	490 to 492 .	Criminal breach of contract .																										
50	XX	493 to 498 .	Offences relating to marriage.																										
51	XXI	499 to 502 .	Defamation . . .																										

52	XXII	504 to 510	Criminal intimidation insult and annoyance
53	C P Code	107 to 110 .	Bad livelihood . .
54	Penal Code	401 . .	Belonging to a wandering gang of thieves
55	.	All other .	Offences . . . .
			Total .

SONERS.

emaining. D.	Aggregate of the daily ... into the ... jail where he died.	Daily average admission into the jail where he died.	Ratio per cent. Deaths to ... into hospital.	Admission into hospital ... death.	Daily average number of ...	Deaths to sick ... death. †	

the remarks The cause of death shown here should be the same as that shown on page 1.

——————— *Medical Officer.*

II. What are the sanitary defects in—

Accommodation, of Dormitories, Factories, Hospitals, or Cells ?

Ventilation, of buildings and of site ?

Drainage, within and around the Jail ?

Conservancy? Specify system, means of removal and disposal of night-soil.

Personal cleanliness of Prisoners, including frequency of ablution and arrangements for drying after bathing.

Clothing and Bedding and arrangements for cleansing and disinfecting same ?

Diet as regards quantity and quality.

Labour ?

Water supply ? specify source, means of drawing, of storage, and of distribution.

Surrounding ? Distance of nearest inhabited site, etc.

* * * * * * *

(Under this head, beyond the details to be specified, a statement of any defect, only is required.)

IV. In addition to defects under the foregoing heads, were there any other local causes of disease? Character of Jail site, structure of buildings, any special meteorological features, etc., etc.

V. To what particular local or other conditions have the sickness and mortality been due ?

VI. Particulars of any transfers or liberations on account of sickness, stating the disease in question.

VII. Sanitary improvements effected during the year.

VIII. Recommendations to improve the Sanitation made during the year.

IX. Observations on any matters connected with the health of the prisoners not included in the above, *e.g.*, a statement of the condition of prisoners on admission, percentages of good, in different and bad, daily average or special (weak or infirm) gangs.

JAIL.

Dated 19 . *In Medical Charge.*

Remarks by Inspector General.

Inspector General of

Prisons, Ajmer-Merwara.

Dated the 19 .

Statement showing particulars regarding Juveniles imprisoned in the Ajmer Central Jail during the year 193 .

Serial No.	Register No.	Names	Age	Class.	Number of previous convictions.	Father's Name	Caste	Nature of offence	Terms	Date of sentence	Date of release	Sentencing Officer

Superintendent.

Statement showing the expenditure of Contingencies and Establishment of all Lock-ups in the District of Ajmer-Merwara for the year 193 .

Months.	Amount of Contingencies.			Amount of the pay of Establishment.			REMARKS.
	Rs.	as.	p.	Rs.	as.	p.	
January . . .							
February . . .							
March							
April							
May							
June							
July							
August . . .							
September . . .							
October . . .							
November . . .							
December . . .							
TOTAL .							

No......................of 193 .

Dated Ajmer, the 193 .

Returned to the Superintendent, Central Jail, Ajmer, with reference to his memorandum-letter No. , dated the

Commissioner and
Inspector-General of Prisons,
Ajmer-Merwara, Ajmer.

Statement showing particulars regarding Lunatics confined in the Ajmer Central Jail during the year 193 .

Serial No	Date of Admission	Name	Parentage	Age years.	Caste	Sex	Residence	From whom received (Authority)	Disease	Remarks.

Superintendent.

GENERAL SUMMARY.

Showing the Distribution of the Prisoners of all classes confined in the Ajmer Central Jail during the year 193 .

(*Vide* Instructions issued with Jail Department Circular No. 42 of 1885.)

1	2	3	4	5			6			7			8			9			10			11			12
Serial No.	Station.	Place of confinement.	Classes of Prisoners.	Remained at the commencement of the year.			Received during the year.			Total.			Discharged from all causes.			Remaining at the end of the year.			Daily average number of each class.			Total daily average of whole Jail.			Remarks.
				Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	
	Ajmer.	Central Jail, Ajmer.	Convict . . .																						
			Under-trial . .																						
			Civil . . .																						
			Total .																						

NOTE.—When Civil Prisoners are in a separate place of confinement and under some authority other than that of the Jail Department—such, for example, as the Nazir of the Civil Court—they should not be included in these Statements.

AJMER JAIL OFFICE.
The 193 .

Superintendent [illegible]

Jail Manual Form No 86.

Statement showing figures drawn by the Superintendent, Central Jail, Ajmer, on the Pay Bill forms of Gazetted Officers and Establishment during the month of 193 .

Head of Accounts	Pay of Officers or Establishment.	Progressive total up to ....19 .	Drawn during 19	Progressive total up to .. .. ..19 .
V.B 1 .	*Pay of Officers (Permanent)—*			
	Jail duty allowance to Civil Surgeon (Gross)			
	Leave salary			
	Net (non voted)			
	„ (permanent)			
V B 2 .	*Pay of Establishment—*			
	(Permanent and voted)			
	Pay of Jailors Clerk, S A S , Compounder and Warders (Gross) (voted) .			
	Leave salary			
	Net			
V O 1 .	*Pay of Jail Manufactures—*			
	(Voted and permanent)			
	Pay of Dyeing Master . . .			
	Voted (Gross)			
	Leave salary			
	Net (permanent)			

No. ....of 193 . *Dated, Ajmer the . 193 .*

Forwarded to the Commissioner and Inspector-General of Prisons, Ajmer-Merwara, Ajmer, for information.

Superintendent, Ajmer Central Jail.

Jail Manual Form No. 87.

CENTRAL JAIL, AJMER :

Dated the 193 .

Acknowledgment of Permanent Advance.

I hereby acknowledge that the sum of Rs.

(...) only held by me as Permanent

Advance on account of this office on the 1936,

is due from and has to be accounted for by me as detailed below :—

Cash in hand...

Uncashed Vouchers...

TOTAL .

LT.-COL., I.M.S.,

Superintendent, Ajmer Central Jail.

No. *Dated the* 193 .

Forwarded to the Accountant General, Central Revenues, New Delhi, for favour of necessary action.

LT.-COL., I.M.S.,

Superintendent, Ajmer Central Jail.

Jail Manual Form No 88.

No. . ... of 193 .

Dated Ajmer, the *193* .

From

The Superintendent, Central Jail, Ajmer

To

The Commissioner and Inspector-General of Prisons,

Ajmer-Merwara, Ajmer.

SUBJECT —ANNUAL INSPECTION REPORT.

SIR,

I have the honour to state that I inspected the Office and Library and found the Office Files and Books in order. The old record has been weeded out according to paras 952 & 953 of the Ajmer-Merwara Jail Manual.

I have the honour to be

Sir,

Your most obedient servant,

Superintendent, Central Jail,

Ajmer

CONFIDENTIAL

Jail Manual Form No 90

DUPLICATE.

Casual / Habitual

REVISION OF SENTENCE SHEET.

Jail	Sentencing Officer & Case No
No & Name	Section
Father's Name	Sentence
Caste	Date of sentence
Present age	Number of previous convictions
Place of abode (Village, Thana and District)	Date of revision

SUPERINTENDENT'S REPORT.

Superintendent should prepare and submit the revision of sentence sheet of an "Habitual" convict to the District Authorities only when he can report favourably and justify consideration of the case.

Y. M. D.

Physical and Mental condition —— Period spent in Jail up to 31st January/July 193 —

Conduct —— Remission earned . . . . —

Effect of imprisonment undergone —— Opinion on the advisability of premature release . . . —

Entries checked with warrants

Date *Jailor* *Superintendent of Jail*

Superintendent of Police's remarks as to the convict's history previous to conviction with special reference to the probability of his home environments leading to a relapse into crime.

Note —Original remarks to be copied out and certified as true copies

Date *Superintendent of Police*

Magistrate's opinion as to the possibility of releasing the convict in advance of the expiry of his sentence

In giving their opinion Magistrates should take into consideration the circumstances of the crime

Note —Original remarks to be copied out and certified as true copies.

Date *District Magistrate.*

RECOMMENDATIONS OF THE BOARD

Postponed indefinitely.

Postponed for 6 Months / 1 Year

Recommended for release conditionally / unconditionally

Date *Member.* *Member.* *Chairman.*

Memo. of Ammunition and Arms in stock as it stood on the morning of ....the.....................................193 .

	In stock.	With Ch.H.W.
1. Muskets ·410 Bore with Pouches, Bayonets, Slings, etc., complete .		
2. Cartridges, S.A. Ball		
3. Cartridges, Blank		
4. Cartridges, Buckshot		

Made over and received as over.

Officer. *Relieving Officer.*

Countersigned.

Superintendent, Central Jail, Ajmer.

Memo. of Cash Balance as it stood on the morning of........................... the......................................193 .

	Rs.	as	p.
1. Prison Cash Book			
2. Factory Cash Book			
3. Prisoner's Relief Fund			
TOTAL .			
1. Currency Notes			
2. Rupees			
3. Small Silver			
4. Nickel			
5. Copper			
6. Postage Stamps			
TOTAL .			

Made over and received as above.

Relieved Officer. *Relieving Officer.*

Countersigned.

Superintendent, Central Jail, Ajmer.

List of Prisoner's Property.

Serial No.	Register No.	Names.

The property of above named prisoners as detailed in their respective Warrants have been received and made over.

Jailor, Central Jail, Ajmer.

Jailor, Central Jail, Ajmer.

Countersigned.

Superintendent, Central Jail, Ajmer.

Jail Manual Form No 92.

Statement showing the amount of dutiable Raw Material used in articles sold *to the public during the month of* ——————— *193* , by the Ajmer Central *Jail Factory.*

Cotton yarn at Rs.	per Md.	Mds.	Srs.	Chs.	. . . Rs
Raw Moonjh at Rs.	per Md.	Mds.	Srs.	Chs.	. . . Rs
Woollen yarn at Rs.	per Md.	Mds.	Srs.	Chs.	. . . Rs.

. . . . Rs

. . . . Rs.

. . . . Rs.

. . . . Rs.

. . . . Rs.

. . . . Rs

No.............of 193 .

Dated Ajmer, the *193* .

Forwarded to the Octroi Superintendent, Municipal Committee, Ajmer for favour of very early necessary action.

Jail Manual Form No. 93.

Statement showing the Receipts as booked under the Head noted below in accounts of the Ajmer, Central Jail for the month of 193 .

XVIII—Jails and Convicts settlement.

Factory . . . . Rs.

( )

No.......... of 193 .

Dated Ajmer, the 193 .

Forwarded to the Commissioner and Inspector General of Prisons, Ajmer-Merwara, Ajmer, for information.

Superintendent, Ajmer Central Jail.

Jail Manual Form No 94.

Statement showing the cost of goods supplied to the General Department of the Jail by the Jail Factory, Ajmer and book Adjustment affected under the heads noted below for the month of 193 .

Account V. B. 4. Jail Contingencies.

Towels for prisoners at	each	Rs.
Dasuti cloth for prisoners at	a yard	Rs.
Moonjh Lao Mds. Srs at --	srs. a rupee for Mirshali Wells . . .	Rs.
Moonjh Lao Mds. Srs. at .. --	srs a rupee for Jail Garden . .	Rs.
. . . .		Rs.

No. of 193 .

Dated Ajmer, the 193 .

Forwarded to the Accountant General, Central Revenues, New Delhi for favour of necessary action and intimation of the same to this office through Commissioner and Inspector General, Prisons, Ajmer-Merwara, Ajmer.

Superintendent

Jail Manual Form No. 95.

List of Establishment in Ajmer-Merwara as it stood on 1st April-October 19 . Under the Control of——————

No.	Name.	Office to which attached (with date).	Present pay.	Date of birth.	Date of appointment.			1. Residence, 2. Religion, 3. Caste.	Educational and other qualifications also languages known.	Remarks.
					To present grade.	To present pay.	To Government service.			
1	2	3	4	5	6	7	8	9	10	11

Superintendent.

Jail Manual Form No 00

No.............of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Commissioner & Inspector General of Prisons,

Ajmer-Merwara, Ajmer.

Dated Ajmer, the 19 .

Sir,

I have the honour to submit herewith the Jail Report on the Juvenile prisoners Ward together with the usual Statement for the year 19 .

I have the honour to be,

Sir,

Your most obedient Servant,

Superintendent.

Jail Manual Form No. 00.

No.........of 19 .

Dated Ajmer, the 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Chief Medical Officer, Rajputana, Ajmer.

Sir,

I have the honour to submit the enclosed report on the Ajmer Central Jail Hospital with statement numbers X, XIII, XIV, and XV together with sanitary sheets in duplicate for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No..................of 193 .

Dated Ajmer, the *193* .

FROM

The Superintendent, Central Jail, Ajmer.

To

The Commissioner, Ajmer-Merwara, Ajmer.

SIR,

I have the honour to submit in duplicate tables I to XII of the Ajmer Central Jail for the year 193 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No................ of 193

Dated Ajmer, the 193

FROM

The Superintendent, Central Jail, Ajmer.

To

The Commissioner and Inspector General of Prisons,
Ajmer-Merwara, Ajmer.

SIR,

I have the honour to submit herewith the Jail Administration Report together with the usual statements for the year 193 .

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No.................of 193 .

Dated Ajmer, the *193* .

FROM

The Superintendent, Central Jail, Ajmer.

To

The District and Sessions Judge, Ajmer-Merwara, Ajmer.

SIR,

I have the honour to request you kindly to incorporate the following figures of Jail manufactures during the year......................in the statistical returns of criminal and civil justice for the year.......................

1. Receipts . . . . Rs.
2. Expenditure . . . Rs.

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No................. of 193 .

Dated Ajmer, the *193* .

FROM

The Superintendent, Central Jail, Ajmer.

To

The Commissioner and Inspector General of Prisons,
Ajmer-Merwara, Ajmer.

SIR,

I have the honour to submit herewith the Jail Administration Report together with the usual statements for the year 193 .

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No of 193 .

Dated Ajmer, the 193 .

FROM

The Superintendent, Central Jail, Ajmer

To

The District and Sessions Judge, Ajmer Merwara Ajmer

SIR,

I have the honour to request you kindly to incorporate the following figures of Jail manufactures during the year . . .. in the statistical returns of criminal and civil justice for the year. . . . .

1 Receipts . . . Rs.
2 Expenditure . . . Rs

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent

No........................of 193 .

From

The Superintendent, Central Jail, Ajmer.

To

The Executive Engineer, Ajmer Division, P.W.D., Ajmer.

Dated Ajmer, the 193 .

SUBJECT :—ANNUAL REPORT OF THE AJMER CENTRAL JAIL FOR THE YEAR 19 .

Sir,

I have the honour to request the favour of your kindly furnishing a statement showing the expenditure on account of Original Works and repairs to the Jail Buildings, Ajmer, from 1st January 19 to 31st December 19 to be included in the Annual Returns for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No of 193 .

From

The Superintendent, Central Jail, Ajmer

To

The Commissioner and Inspector General of Prisons,

Ajmer Merwara, Ajmer

Dated Ajmer, the 193 .

Sir,

I have the honour to forward herewith a statement showing the maintenance charges of the Indian States prisoners confined in the Central Jail, Ajmer from the 1st January, 193 , to the 31st December, 193 , and to request that you will very kindly let me know the dates of recovery of the amounts mentioned in the statement from the states concerned

I have the honour to be,

Sir,

Your most obedient servant,

Lt Col, I M S,

Superintendent, Central Jail, Ajmer

No.. .. ..of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Chief Medical Officer in Rajputana, Ajmer.

Sir,

I have the honour to submit herewith my Annual Report together with the usual statement on the treatment of Lunatics detained in the Ajmer, Central Jail for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

Jail Manual Form No. 00.

No.........of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The District Magistrate, Ajmer-Merwara, Ajmer.

Dated Ajmer, the *19* .

SUBJECT :—Annual Report of the Ajmer Central Jail for the year 19 .

Sir,

I have the honour to request the favour of your kindly filling in and returning the enclosed statement showing the expenditure on account of Contingencies and Establishment of Ajmer-Merwara Lockups for the year 19 to be included in the Annual Returns for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No.............. of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Civil Surgeon, Ajmer-Merwara, Ajmer.

Dated Ajmer, the 1

SUBJECT :—ANNUAL REPORT OF THE AJMER CENTRAL J
FOR THE YEAR 19 .

SIR,

I have the honour to request you kindly to furnish this office at an ea
date with the death rate in the Ajmer-Merwara district during the year 19 .

I have the honour to be,

Sir,

Your most obedient servant

Superintenden

MGIPC—S1—34 C.C.A.M. Mount Abu—21-3-38—80.